



PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, AUGUST 26, 2025 AT 5:30 PM

**MUNICIPAL BUILDING - 106 JONES STREET, WATERTOWN, WI 53094 - SECOND FLOOR
COUNCIL CHAMBERS**

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 225 151 7335 Passcode: 589577 One tap mobile +16469313860

<https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5I.1>

All public participants' phones will be muted during the meeting except during the public comment period.

1. CALL TO ORDER

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

3. REVIEW AND APPROVE MINUTES

A. Public Works minutes from July 22, 2025

4. BUSINESS

A. Review and take possible action: Aquatic Plant Management Policy for City-owned Properties

B. Review and take possible action: Award Ultra-Violet Disinfection System Replacement base bid to Rhode Brothers for a total of \$228,000

C. Review and discuss: Sanitary Sewer West Side Interceptor Feasibility Analysis

D. Review and take possible action: Sidewalk repair order for 706 Western Avenue

E. Review and take possible action: East Haven Estates Stormwater Pond ownership and maintenance request

F. Review and take possible action: Change order no. 1 to Bituminous Surfacing Contract #6-25 with Wolf Paving

G. Review and take possible action: Add College Street to 5-year plan for Watertown Street Repair

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

PUBLIC WORKS COMMISSION

Tuesday, July 22, 2025

5:30 p.m.

The Public Works Commission met on the above date and time. The following members were present: Alderpersons Brad Blanke, Dan Bartz, and Myron Moldenhauer, Citizen member Pete Thompson. Also present: City Staff Andrew Beyer, Ritchie Piltz.

1. Call to order. Alder Blanke called the meeting to order at 5:30 p.m.

2. Comments and Suggestions from Citizens Present. No comments received.

3. Review and approve minutes. Mr. Moldenhauer made a motion to approve the minutes with a second by Mr. Bartz. Alder Blanke noted that he spoke to Alder Arnett about an error on item 3 where two items were combined in the minutes. Motion carried on a unanimous voice vote with the noted change.

4. Review and take possible action: Approve Change Order No. 1 submitted by MAAS Brothers Construction Co., Inc for \$79,648.85. Mr. Beyer and Mr. Piltz were present to present the details for the requested change order for the Main Street Plaza reconstruction. Mr. Piltz highlighted the change in the fence with the change having an ADA handrail noting that the manufacturer produces all materials to order. It was also noted that during the excavation process an additional 18" of wet clay needed to be removed and replaced with material from the city quarry. In addition it was discovered that the WE Energies pole was completely rotted and will need to be replaced at no cost to the city. It was noted that after the change order the project will still be \$26,000 under budget. Mr. Thompson made a motion to approve the change order as presented, seconded by Mr. Bartz. Motion carried on a unanimous roll call vote.

5. Adjournment. Mr. Bartz moved to adjourn at 5:38 p.m., seconded by Mr. Thompson. Motion carried by a unanimous voice vote.

Respectfully Submitted,

Brad Blanke, Alderman District 5

MEMO

Engineering Division of the Public Works Department

To: Chairman Arnett and Commissioners
From: Andrew M. Beyer, P.E.
Date: August 21, 2025
Subject: Public Works Commission Meeting of August 26, 2025

Background

Review and take possible action: Aquatic Plant Management Policy for City-owned Properties

In January 2025, the Public Works Commission reviewed a request from residents living near Lake Victoria seeking City support for aquatic vegetation (weed) control. It's staff's understanding that vegetation control has been privately funded within Lake Victoria for several years.

At the time, the City did not have an established policy or program supporting vegetation management of waterbodies such as Lake Victoria or Heiden Pond. A motion was approved to table the request until ownership responsibilities were clarified and a policy could be developed to guide decisions on vegetation maintenance.

Subsequently, the City Attorney confirmed that Lake Victoria is a waterway of the State of Wisconsin, meaning the State retains ownership and regulatory authority over the waterbody. This ownership clarification was shared with the Commission following the January meeting.

Per the Commission's directive, staff developed a draft Aquatic Plant Management Standard Operating Procedure (SOP) for City-owned properties, which is scheduled for an initial Commission review at the upcoming meeting.

Current SOP Overview

The draft SOP primarily reflects current City practice, which limits vegetation management to specific areas tied to City-owned stormwater management infrastructure, public access points, and City-owned shorelines. Routine maintenance focuses on emergent vegetation adjacent to City ditches and swales, around inlets, outlets, stormwater Best Management Practices (BMPs), and occasionally along City-owned shorelines in parks & other public areas.

Importantly, in-water aquatic vegetation management (e.g., weed harvesting or herbicide application) is not currently performed by the City and is not included as part of routine operations

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in the draft SOP. Additionally City staff does not have certifications needed in applying aquatic herbicides, and this work would need to be contracted.

Request Beyond Current Practice

The request from Lake Victoria residents appears to go beyond existing practices, seeking repeated aquatic vegetation maintenance within the waterbody itself, a practice that would represent a significant expansion of the City's role in waterbody management.

If the Commission wishes to consider this expanded role, several issues must be considered or resolved:

Considerations

1. Funding & Administrative Mechanism

- Aquatic vegetation management would require an identified funding source.
- Adjacent property owners could potentially contribute to the cost, and any cost-sharing or invoicing structure would need to be clearly defined.
- If the City were to manage or contribute funding to aquatic vegetation management activities, all efforts would likely need to conform to the City's purchasing policies.
- The formation of a Lake District or similar special-purpose district may provide a viable mechanism for managing and funding such activities, though this would require further legal analysis.

2. Permitting & Regulatory Compliance

- The Wisconsin Department of Natural Resources (WDNR) requires permits for most aquatic vegetation management practices, including mechanical harvesting and chemical treatments.
- If the treatment area exceeds specific acreage thresholds (e.g., the combined 10-acre area of Lake Victoria and Heiden Pond), the WDNR may require a comprehensive aquatic vegetation management plan, typically prepared by a qualified consultant.
- Additional regulatory oversight applies through the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) for chemical applications, and through the City Fire Department if burning is proposed.

3. Implementation Responsibility

- If the City were to engage in aquatic vegetation control project administration, staff may need to manage permits, contract with vendors, monitor regulatory compliance, and respond to resident concerns.
- A third-party entity, such as a lake association or Lake District, could alternatively take on administrative responsibilities, with the City potentially providing partial funding or technical assistance.

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4. Precedent

- Expanding the City's involvement in aquatic vegetation management for Lake Victoria could prompt similar requests for other waterbodies in the City, such as Heiden Pond, Silver Creek, or the Rock River.
- Approving this request may establish a precedent for City-led aquatic vegetation control on other state- or privately-owned waterbodies.
- Committing resources to this type of maintenance may redirect funding or staff time away from other Public Works Department or Park Department priorities.

Recommendation and Next Steps

At this stage, no action is being requested on the Lake Victoria request. Instead, staff is seeking Commission feedback on the draft Aquatic Plant Management SOP, and a determination of whether the Commission desires to pursue a policy expansion that could support recurring in-water aquatic vegetation management for Lake Victoria or similar waterbodies.

If there is interest in further exploring this path, staff recommends:

- Referring the matter to legal counsel for input on lake district formation or intergovernmental agreements.
- Investigating potential funding mechanisms and cost-sharing models.
- Consulting with WDNR on permitting requirements and thresholds.
- Coordinating with residents to gauge support and interest in assuming administrative responsibilities through an association or similar structure.

Budget Goal

Financial Impact

At present, the City does not allocate funding for in-water aquatic vegetation management on State-owned or non-City-owned waterbodies, including Lake Victoria. The draft Aquatic Plant Management SOP reflects current operations and does not anticipate recurring costs associated with aquatic vegetation control in water bodies outside of City-owned stormwater BMPs and City-owned shoreline areas.

If the Commission desires to explore a vegetation management program for Lake Victoria, there are several potential cost implications:

- Initial Consultant Costs (if required by WDNR for aquatic plant management permitting):
 - Comprehensive Aquatic Plant Management Plan: \$8,000–\$20,000 (estimate)

MEMO

- Annual Maintenance Costs:
 - Mechanical Harvesting or Herbicide Application: \$3,000–\$10,000+ (estimate) per application depending on method, acreage treated, and permitting requirements
- Administrative Costs:
 - Staff time to coordinate permitting, vendor procurement, public outreach, and compliance monitoring
 - If the City is involved financially, purchasing procedures and invoicing requirements may apply

Funding would need to be identified through existing departmental budgets or a dedicated funding mechanism (e.g., lake district, special charge to benefiting properties).

Recommendation

Staff recommends that the Public Works Commission receive and review the draft Aquatic Plant Management SOP as a reflection of current City practices.

Regarding the Lake Victoria vegetation control request, staff provides the following neutral recommendation:

That the Commission acknowledge the request from residents as a policy matter exceeding current City practice, and direct staff to further explore options, legal considerations, funding mechanisms, and permitting requirements if there is Commission interest in expanding the City's role in aquatic vegetation management.

Aquatic Plant Management on City-owned Properties Policy

For River Corridors, Streambanks, Lakefronts, Pond Banks and Stormwater BMPs and Infrastructure
City of Watertown Parks, Recreation & Forestry Department and Public Works Department

1. Introduction

The City of Watertown recognizes the vital role that healthy shoreline and aquatic vegetation plays in sustaining the environmental quality, safety, and aesthetic value of its water resources. This policy provides guidance for the protection, restoration, and management of vegetation along rivers, streams, lakes, ponds, and stormwater best management practices (BMPs) and infrastructure within city-owned lands. Proper shoreline and aquatic vegetation management improves water quality, controls erosion, enhances habitat, supports recreation, and contributes to overall ecological health of the water body.

2. Departments

- Public Works Department – Streets Division
Responsible for routine vegetation maintenance along riverbanks, drainage ditches, , and select public stormwater best management practices (BMPs) to maintain drainage function and public safety. Tasks may include mowing, hand removal, mechanical cutting, and woody vegetation control in BMPs and around stormwater infrastructure.
- Public Works Department – Engineering Division/Stormwater Utility
Oversees long-term planning, regulatory compliance, and capital improvements for the City’s stormwater system. Coordinates permitting, survey, and design standards related to stormwater systems, and advises on appropriate maintenance methods.
- Parks, Recreation, and Forestry Department
Maintains vegetation at launch sites, access points, riverbanks and shoreline areas and stormwater BMPs within park properties. Responsibilities include routine

mowing, hand removal, and selective cutting to ensure safe public access and protect streambank stabilization plantings.

3. Purpose

This policy is designed to:

- Clarify management of city-owned properties
 - Protect and restore native shoreline vegetation
 - Prevent erosion and sedimentation
 - Improve water quality by filtering runoff
 - Manage invasive species
 - Balance ecological preservation with public access and recreation
 - Provide consistent guidance for city staff, contractors, and partners
-

4. Scope

This policy applies to all city-owned lands bordering:

- **Rivers and streambanks** (perennial and intermittent)
- **Lakefronts** (natural and artificial)
- **Pond banks** (emergent, submerged, terrestrial vegetation)
- **Stormwater BMPs, drainage ditches* and infrastructure** (emergent, submerged, terrestrial vegetation)

*Drainage District 80 and Dodge County maintain the agricultural drainage ditch on the northeast side of the City.

5. Guiding Principles

- **Ecological Integrity:** Protect the natural structure and function of shoreline ecosystems.
 - **Native Species First:** Prioritize the use and protection of native plant species adapted to local hydrology.
 - **Minimal Disturbance:** Limit soil disruption and vegetation clearing near water bodies.
-

- **Multi-Use Balance:** Allow responsible public access and recreation without degrading shoreline environments.
- **Regulatory Compliance:** Align with state (e.g., WDNR), federal (e.g., USACE), and local waterway protection laws.

6. Shoreline Management Zones and Practices

A. Riparian Buffer Zone (0–35 feet from water’s edge)

Applicable to rivers, streams, lakes, and ponds

Objectives:

- Stabilize shorelines and prevent erosion
- Filter nutrients and pollutants from runoff
- Provide habitat for fish, birds, and aquatic life
- Maintain scenic natural views

Shorelines (emergent, terrestrial vegetation): routine and more substantial occasional maintenance may be needed in specific areas of shorelines along waterways in the City.

Native plantings are installed in specific locations to protect streambanks from erosion; native plantings require more attention during the first 3 years while they are becoming established.

Allowed Practices:

- Retention and planting of native grasses, sedges, shrubs, and trees
- Manual removal of invasive species
- Creation of narrow access corridors (e.g., trails, fishing spots) using natural materials
- Installation of low-impact erosion control (e.g., coir logs, native bioengineering)
- Routine mowing of trails/access to shorelines.
- Removal of hazardous or approved trees and shrubs.

Restricted Practices:

- Use of synthetic herbicides without proper approval
- Grading or excavation without permit

B. Lakefront and Pond Bank Specifics

Lakes and ponds often experience wave action, water level fluctuation, and aesthetic landscaping pressure. Additional management principles include:

Lakefronts:

- Use **deep-rooted native plants** to stabilize sloped shorelines
- Incorporate **buffer plantings** of at least 10–15 feet wide where feasible
- Allow designated swim or watercraft access zones, bordered by stabilized paths
- Avoid decorative rock or riprap unless engineered and permitted with native vegetation overstory

Pond Banks:

- Maintain a 3–5 foot no-mow buffer around the pond edge
- Use emergent plants (e.g., soft rush, blue flag iris) for bank stabilization and nutrient uptake
- Control algae and aquatic weeds through non-chemical means first (e.g., shading, circulation)
- Discourage waterfowl congregation through diverse shoreline vegetation to reduce waste and bank trampling

Launch/Access Points:

- both land (terrestrial) and water (aquatic) vegetation can be found at launches and access points. Management of aquatic vegetation, either emergent or submerged, may be regulated by WDNR. Upland or terrestrial vegetation is typically not regulated by WDNR, unless the area has been determined to be a wetland.

C. Stormwater Best Management Practices (BMPs) and Infrastructure

Stormwater BMPs and Infrastructure require maintenance to function as designed, and as required by the Wisconsin Department of Natural Resources Municipal Separate Storm Sewer System (MS4) Permit.

- Site-specific maintenance plans are required for all stormwater BMPs.
- Routine stormwater BMP and infrastructure maintenance is typically exempt from state and local permits.
- Routine maintenance of emergent vegetation may be needed around inlets/outlets, throughout the bottom of a dry pond, infiltration basin, or biofilter, and on the slopes and/or embankments of the stormwater ponds, infiltration basins, biofilters, etc.

Stormwater trees also require routine maintenance. While permeable pavement systems are not designed to include vegetation, routine maintenance is required to prevent vegetation from compromising the system.

- Occasional management of stormwater BMP vegetation may include dredging or more substantial vegetation removal and re-establishment. WDNR permits are required for dredging and sediment management for larger stormwater BMP management projects.

Occasional management may include stabilization of drainage ditch banks.

7. Invasive Species Management

The city will maintain an ongoing invasive species management program:

- Inspections as needed during growing season
 - Priority species include: buckthorn, Japanese knotweed, Phragmites, reed canary grass, garlic mustard, purple loosestrife, yellow iris, cattails
 - Integrated management methods: mechanical removal, and replanting native species
-

8. Methods of Control

<u>Method</u>	<u>DPW- Engineering</u>	<u>DPW- Streets & Solid Waste</u>	<u>Parks, Recreation, & Forestry</u>	<u>Frequency</u>	<u>Regulating Authority</u>
Hand Pull:					
Stormwater BMPs		X			
Shoreline		X	X	As Needed	
In Water					WDNR
Drainage Ditches					
Launch/Access Points			X		
Mechanical/Cutting*:					
Stormwater BMPs		X		1-2 Times Per Year	
Shoreline		X	X	As Needed	
In Water					WDNR
Drainage Ditches					
Launch/Access Points			X		
Chemical**:					
Stormwater BMPs					WDNR, DATCP
Shoreline			X		WDNR, DATCP
In Water					WDNR, DATCP
Drainage Ditches					WDNR, DATCP
Launch/Access Points					
Burning***:					
Stormwater BMPs					City FD
Shoreline					City FD
In Water					City FD, WDNR
Drainage Ditches					City FD
Launch/Access Points					City FD

*Wisconsin Department of Natural Resources (WDNR) requires permits for some mechanical harvesting or cutting of submerged aquatic plants. These projects may require an aquatic plant management survey and plan to be completed prior to permit issuance.

**Wisconsin Department of Natural Resources (WDNR) requires permits for some chemical treatments of submerged or emergent aquatic plants. These projects may require an aquatic plant management survey and plan to be completed prior to permit issuance. Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) requires licenses for commercial (including municipal) applications of aquatic herbicides and algaecides.

***City of Watertown Fire Department policies *should be checked prior to burning vegetation within City limits. Coordination with City FD on training events may be an option to manage vegetation.*

9. Tree and Shrub Removal Guidelines

- Removal is permitted only when:
 - Trees are dead, diseased, or pose a safety hazard
 - Approved as part of an ecological restoration or natural resources management plan
- Removal must be approved by the Parks Supervisor or City Forester
- Replacement planting with native species is encouraged following removal



Water Systems

800 Hoffmann Drive • P.O. Box 477 • Watertown WI 53094-0477
WASTEWATER (920) 262-4085 • WATER (920) 262-4075

To: Chairman Arnett and members of the Public Works Commission
2025
From: Peter Hartz – Water Systems Manager

August 20,

Re: August 26, 2025, Public Works Commission agenda item

Water Systems:

Review and take possible action: Award Ultra-Violet Disinfection System Replacement base bid to Rhode Brothers for a total of \$228,000.⁰⁰

Background: Applied Technologies on behalf of the Wastewater Department publicly opened bids for the Purchase of Ultra-Violet Disinfection System on Monday April 28, 2025, at 10:00 AM. The Wastewater Department awarded the base bid to Trojan Technologies.

Applied Technologies on behalf of the Wastewater Department publicly opened bids for the Ultra-Violet Disinfection System Replacement project on Thursday August 7, 2025, at 10:00 AM. The Wastewater Department received three (3) bids, those are as follows:

Bidder Name	Total Base Bid
Rhode Brothers, Inc.	\$228,000
Sabel Mechanical LLC	\$309,000
Lee Mechanical	\$331,500

Budget / Operational goal: Aligns with proactively maintaining and investing in infrastructure.

Financial Impact: The installation of the purchased equipment is the second part of the overall planned project and was included in the 2025 capital improvement budget that was approved on 11/19/2024, the budget estimate was \$1,136,000.

The UV equipment cost was \$745,720 (purchased from Trojan Technologies on July 14, 2025), leaving a balance of \$390,280 for installation. Rhode Brothers bid total is \$228,000 for a project total of \$973,720. The budget has a remaining balance of \$162,280 for contingency and unknowns. This project is being funded with available operational cash on hand. Wastewater Capital Account #02-97-30-12.

Recommendation: Award Ultra-Violet Disinfection System Replacement base bid to Rhode Brothers for a total of \$228,000.⁰⁰

Sincerely,
Peter Hartz

Water Systems Manager

August 7, 2025

Peter Hartz
City of Watertown Wastewater Treatment Plant
800 Hoffmann Drive
Watertown, WI 53094



Subject: **EVALUATION OF BIDS**
WWTP Ultra-Violet Disinfection System Replacement
Bid Date of August 7, 2025

Dear Mr. Hartz:

We have completed our evaluation of the bid opened on August 7th, 2025, for the Ultra-Violet (UV) Disinfection System Replacement. A copy of the Tabulation of Bids listing the received bids is attached for your information.

Three bids were received for the UV Disinfection System Replacement project. Rhode Brothers Inc. submitted the low bid of \$228,000, Sabel Mechanical submitted the next low bid of \$309,000, and Lee Mechanical submitted a bid of \$331,500. The bidding process drew a good response to the bid advertisement, with about 20 companies holding bidding documents that were issued from the electronic plan house site prior to the bid opening.

The bid submitted by Rhode Brothers contained all the required documentation including the acknowledgement of the addendum, signature, and bid security. No bid informalities were noted.

Rhode Brothers has a long history of performing mechanical and general construction for municipal projects related to water and wastewater in Wisconsin. Given the bidder's substantial assets and reputation for construction projects in the state of Wisconsin, we recommend awarding the contract to Rhode Brothers, Inc. for \$228,000.

Please contact me if you have any questions or need additional information.

Sincerely,
Applied Technologies, Inc.



Kathleen R. Hassing, P.E.

Attachment: Tabulation of Bids



TABULATION OF BIDS
~~Purchase of~~ UV Disinfection System Equipment Install
City of Watertown, WI
August 7th, 2025, 10:00 a.m.

Bidder Name	Addendum No. 1 (✓)	Total Base Bid (\$)	Signature (✓)	Bid Security Included (✓)
Rhode	✓	228,000	✓	✓
Lee	✓	331,500	✓	✓
Sabel	✓	309,000	✓	✓

BID FORM

PROJECT IDENTIFICATION: Ultra-Violet Disinfection System Replacement

THIS BID IS SUBMITTED TO: City of Watertown
Wastewater Treatment Plant
800 Hoffman Road, Watertown, Wisconsin 53094

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. Bidder accepts all of the terms and conditions of the Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for the period of time specified in the Invitation to Bid after the day of Bid opening. Bidder will sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within 15 days after the date of Owner's Notice of Award.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
- (a) Bidder has examined copies of all the Bidding Documents and of the following Addenda, receipt of all which is hereby acknowledged:

<u>Number</u>	<u>Date</u>
1	8/4/2025

- (b) Bidder has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.
- (c) Bidder has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.
- (d) Bidder has given Engineer written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Bidder.
- (e) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

00 41 00-1

4. Bidder will complete the Work for the following prices:

TOTAL BASE BID:

The Bidder agrees to complete the Total Base Bid work for each type and unit of work called for in the Contract Documents set forth in the Contract Documents for the following amount:

Two hundred twenty eight thousand
(use words)

_____ Dollars \$ 228,000
(use figures)

If the Contract is to be awarded, it will be awarded to the lowest, qualified, responsive and responsible Bidder based on the TOTAL BASE BID whose evaluation by Owner indicates that the award will be in the best interests of the Project.

5. Bidder agrees to the provisions of Article 3 of the Agreement as to the contract times, and the Bidder accepts the provisions of the Article 3 of the Agreement as to liquidated damages in the event of failure to complete the Work on time.

6. The following documents are attached to and made a condition of this Bid:

- (a) Required Bid Security in the form of bid bond.
- (b) Schedule B - Subcontractor Listing
- (c) Statement of the Bidder's qualification to do business in the state where the Project is located; or in the absence of such evidence, this bid constitutes Bidder's covenant to obtain such qualification prior to the award of the Contract.

7. Communications concerning this Bid shall be addressed to:

Name: Craig Bahr

Company Name: Rohde Brothers, Inc.

Address: W5745 Woodchuck Lane, Plymouth, WI 53073

Telephone No.: (920) 893-5905

SUBMITTED ON August 7, 20 25

I hereby certify that as Bidder I/We have examined and carefully prepared this Bid from the Bidding Documents and have checked the same in detail before submitting this Bid, and that all statements herein are made on behalf of:

An Individual

By (Individual's Signature) _____ (SEAL)

Individual's Name (Print) _____

Doing business as (Firm Name) _____

Business address: _____

Phone No.: _____

A Partnership

By (Firm Name) _____ (SEAL)

Signature of General Partner _____

Name of General Partner (Print) _____

Business Address: _____

Phone No.: _____

A Corporation

By (Corporation Name) Rohde Brothers, Inc.

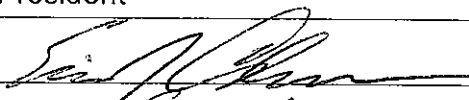
State of Incorporation Wisconsin

Signature of Authorized Representative Cj Bahr

Name of Authorized Rep. (Print) Craig Bahr

00 41 00-3

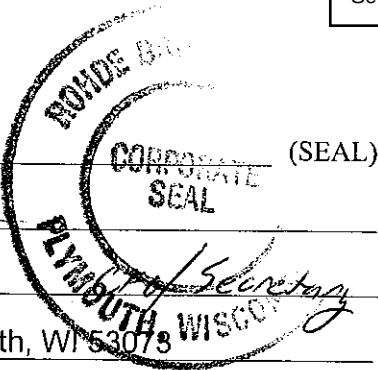
Title Vice President

Attest (Signature) 

Name of Attester (Print) ERIC CARLSON

Business address: W5745 Woodchuck Lane, Plymouth, WI 53078

Phone No.: (920) 893-5905



A Joint Venture

By (Representative's Signature) _____ (SEAL)

Representative's Name & Title (Print) _____

Doing business as (Firm Name) _____

Business address: _____

Phone No.: _____

By (Representative's Signature) _____ (SEAL)

Representative's Name & Title (Print) _____

Doing business as (Firm Name) _____

Business address: _____

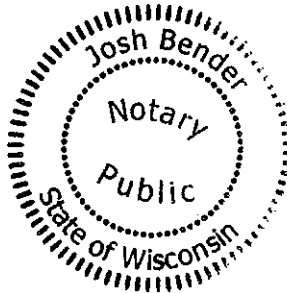
Phone No.: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above).

00 41 00-4

Sworn and subscribed to before me this

6th day of August, 20 25.



Josh Bender
Notary or Other Officer Authorized To
Administer Oaths

My commission expires: 7-26-2028

00 41 00-5

EVIDENCE OF AUTHORITY TO SIGN

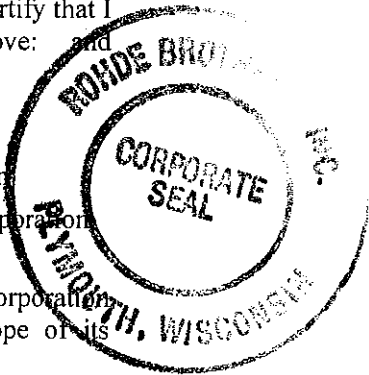
I, Eric Carlson, certify that I
am the CFO of Rohde Brothers, Inc. hereinabove: and
that Craig Bahr, who
(name of person executing the Contract)

signed the Bid Form on behalf of Rohde Brothers, Inc., was then
Vice President of said Corporation
(title)

that said Bid Form was duly signed for and in behalf of said Corporation
by authority of its governing body, and is within the scope of its
corporate powers.

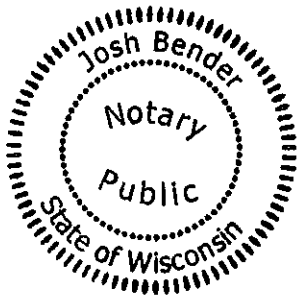
Eric Carlson
CFO

Josh Bender
Notary Public



Subscribed and sworn to
Before me this 6th day of
August, 20 25.

My Commission Expires: 7-26-2028



BID BOND

Rohde Brothers, Inc. W5745 Woodchuck Lane, Plymouth, WI 53073
hereinafter called the Principal (Bidder), and Ohio Farmers Insurance Company
a corporation duly organized and existing under the laws of the State of Ohio,
having its principal place of business at 1 Park Circle, Westfield Center, OH, and authorized to do
business in the State of Wisconsin, as Surety, are held and firmly bound unto the _____
Watertown Wastewater Treatment Facility

hereinafter called the Obligee, in the penal sum of Five Percent of the Amount Bid
_____ DOLLARS
(\$5% of the amount bid) for the payment of which we bind ourselves, our heirs, executors,
administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS BOND IS SUCH THAT:

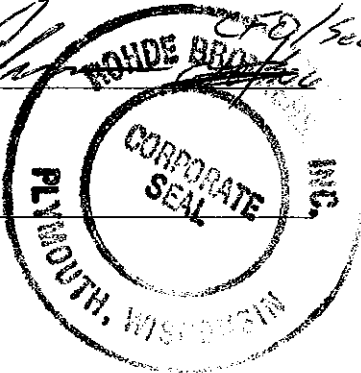
WHEREAS, the Principal is herewith submitting its Bid for:

City of Watertown Ultra-Violet Disinfection System Replacement

said Bid, by reference thereto, being hereby made a part hereof.

Now, therefore, if the Bid submitted by the Principal is accepted, and the Contract awarded to the Principal, and if the Principal shall execute the proposed Agreement and shall furnish such Performance Bond and Payment Bond as required by the Contract Documents within the time fixed by the Documents, then this obligation shall be void; if the Principal shall fail to execute the proposed Agreement and furnish the bonds, the Surety hereby agrees to pay to the Oblgee the penal sum as liquidated damages.

Signed and sealed this 7th day of August, 2025.

[SEAL] Rohde Brothers, Inc. _____
PRINCIPAL *Evan J. Rohde*
WITNESS _____ BY _____ PRESIDENT (TITLE)


[SEAL] Ohio Farmers Insurance Company _____
SURETY

WITNESS _____ BY _____ (TITLE) Bradley S. Babcock, Attorney-in-Fact
for *BSB*

General
Power
of Attorney

**Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.**
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
BRADLEY S. BABCOCK, KIMBERLY L. BABCOCK, JOINTLY OR SEVERALLY

of CEDARBURG and State of WI its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship in any penal limit.

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be It Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 20th day of FEBRUARY A.D., 2023 .

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By:
Gary W. Stumper, National Surety Leader and Senior Executive

State of Ohio
County of Medina ss.:

On this 20th day of FEBRUARY A.D., 2023 , before me personally came **Gary W. Stumper** to me known, who, being by me duly sworn, did depose and say, that he resides in **Medina, OH**; that he is **National Surety Leader and Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial
Seal
Affixed



David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

I, **Frank A. Carrino**, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 7th day of August, 2025 A.D.,



Frank A. Carrino, Secretary

Watertown Ultra-violet Disinfection System Replacement

List of proposed subcontractors

- Concrete Work – R-Industries - industrial contractor
- Electrical Work – CR Fuchs

CHARLES E ROHDE
ROHDE BROTHERS INC
W5745 WOODCHUCK LN
PO BOX 409
PLYMOUTH WI 53073-0409

This is your new Certification, License, or Registration Card.

ID: 120390

ROHDE BROTHERS INC

Certification, License, or Registration Name
HVAC Contractor Registration

Expires
07/06/26

Wisconsin Department of Safety and Professional Services
Signature: *M. Rohde*

Directions for Self-laminating Card:

1. Sign the card.
2. Peel card from liner slowly.
3. Replace card signature side down in window.
4. Punch card through back sheet.

To view details about your credential or continuing education, visit the Department website at www.dsps.wi.gov.

*** Please check your credentials to see if they require continuing education prior to your next renewal.***

Please review the information on the card. If errors or discrepancies are found, you may contact the Department at 608-266-2112 or email DSPSCredTrades@wi.gov, and provide your ID number printed on the card. The Department should be notified of changes in addresses as they occur. Notification of address changes is the responsibility of the credential holder.

A renewal notice will be sent to the address on file about 30 days before the expiration date of each credential indicated on the card. Renewals are contingent upon compliance with the requirements specified in Wisconsin Administrative Code SPS305.

SBD 10183 (R. 5/16)



Water Systems

800 Hoffmann Drive • P.O. Box 477 • Watertown WI 53094-0477
WASTEWATER (920) 262-4085 • WATER (920) 262-4075

To: Chairman Arnett and members of the Public Works Commission
2025

August 20,

From: Peter Hartz – Water Systems Manager

Re: August 26, 2025, Public Works Commission agenda item

Review and update - Discuss the Sanitary Sewer West Side Interceptor Feasibility Analysis.

Background:

- December 10, 2024 – a comprehensive update and review was presented to the Public Works Commission regarding the history of the West Side Sanitary Sewer System Interceptor project. During that meeting the Commission approved hiring Strand and Associates to complete phase 1 route refinement and preliminary design for the West Side Sanitary Sewer Interceptor project for \$28,500.
- July 22, 2025 – Strand completed the West Side Interceptor Alternative Analysis review. A copy of the report is included for discussion and review.

Budget Goal: Aligns with investments and infrastructure planning.

Financial Impact: This project is developer driven and current code language requires utility improvements and extensions to be funded by developers.

Recommendation: Keep the report on file for prospective development opportunities in the future – staff recommends alternative route #1 if this project were to commence due to minimal land disruption to the wastewater water quality trade restoration area including the wetlands and prairie.

Sincerely,
Peter Hartz

Water Systems Manger

July 22, 2025

Mr. Peter Hartz
City of Watertown
800 Hoffman Drive
P.O. Box 477
Watertown, WI 53094

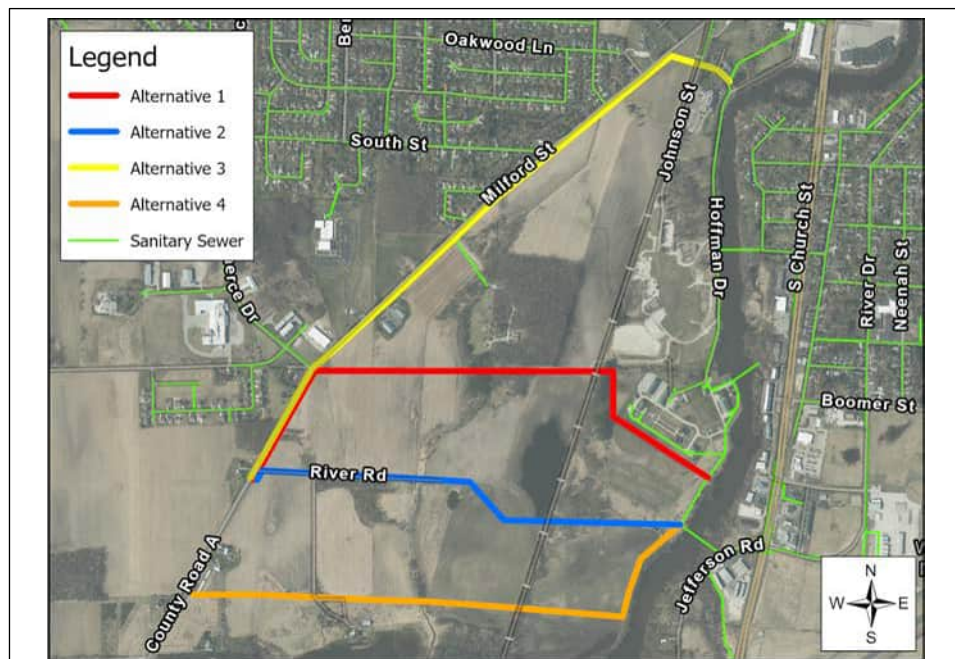
Re: West Side Interceptor Alternatives Analysis
City of Watertown, Wisconsin (City)

Dear Mr. Hartz:

This letter summarizes the services completed in evaluating sewer interceptor alternatives to serve future development in the Southwest Sanitary Service Area. Previous sewer studies conducted by the City have indicated future development in the Southwest Sanitary Service Area will need to be served by a 24-inch-diameter sanitary sewer interceptor that would dead end at the Milford Street and River Road intersection.

Route Alignment Analysis

Four alignments were evaluated for the 24-inch-diameter interceptor routing, as depicted in Figure 1 and descriptions that follow.



Source: City of Watertown GIS

Figure 1 West Side Interceptor Alignment Alternatives

Mr. Peter Hartz
City of Watertown
Page 2
July 22, 2025

Alternative No. 1–Middle Alignment

This alignment includes approximately 6,600 lineal feet (LF) of 24-inch sewer. The 24-inch sewer connects to the existing 42-inch sewer south of the wastewater treatment plant (WWTP) at Sewer Manhole 30-005, extends northwest to the Milford Street and Commerce Drive intersection through City property, and continues southwest in the Milford Street right-of-way (ROW) to the City limits south of River Road. Challenges associated with Alternative No. 1 include depth of excavation (maximum depth of 31.5 feet), trenchless construction beneath the Union Pacific Railroad (UPRR), and the crossing of three unnamed creeks. See Enclosure A for an overview exhibit and preliminary plan and profile drawings for Alternative No. 1.

Alternative No. 2–South Alignment

This alignment includes approximately 5,100 LF of 24-inch sewer. The 24-inch sewer connects to the existing 42-inch sewer south of the WWTP at existing Sewer Manhole 30-007, extends west through City property and along River Road, ending south of River Road at the City limits. Challenges associated with Alternative No. 2 include potential high groundwater, construction beneath the UPRR, potential conflict with existing drain tiles, and the crossing of three unnamed creeks. See Enclosure B for an overview exhibit and preliminary plan and profile drawings for Alternative No. 2.

Alternative No. 3–North Alignment

This alignment includes approximately 7,600 LF of 24-inch sewer. The 24-inch sewer connects to the existing 36-inch sewer near the intersection of Hoffman Road and Fairview Drive at existing Sewer Manhole 23B-022, extends west on Hoffman Avenue and through private property to Milford Street, then continues southwest in the Milford Street ROW to the City limits south of River Road. Challenges associated with Alternative No. 3 include construction beneath the UPRR, the crossing of two unnamed creeks, and the conflict or replacement of existing water mains, sanitary sewers, and storm sewers on Milford Street and Hoffman Road. See Enclosure C for an overview exhibit and preliminary plan and profile drawings for Alternative No. 3.

Alternative No. 4

This alignment includes approximately 6,225 LF of 24-inch sewer. The 24-inch sewer connects to the existing 42-inch sewer south of the WWTP at existing Sewer Manhole 30-007, extends south adjacent to the river and west through City property, and continues west through Hwy D LLC private property ending at the Milford Street ROW. Challenges associated with Alternative No. 4 include potential high groundwater, construction beneath the UPRR, potential conflict with existing drain tiles, and the crossing of an unnamed creek. Given the existing elevation of the existing 42-inch sewer at Manhole 30-007 and minimum pipe slope of 0.08 percent required for a 24-inch pipe extension, the proposed 24-inch interceptor pipe would need to be constructed above the unnamed creek bottom. Constructing a sewer pipe above a creek bottom is not recommended nor would it be allowed by the Wisconsin Department of Natural Resources (WDNR), therefore Alternative No. 4 was removed from further consideration.

Trenchless Construction Beneath the UPRR

All alternatives require trenchless construction beneath the UPRR and would include a 36-inch steel casing pipe with a 24-inch sewer carrier pipe. The method of trenchless construction will need to be determined after geotechnical investigation but will likely require pilot tube guided auger boring, pipe ramming, or microtunneling to achieve accurate installation and minimize impact to the

Mr. Peter Hartz
City of Watertown
Page 3
July 22, 2025

railroad tracks. The trenchless construction will require the City to obtain a Utility Occupancy License from the UPRR. The City should budget 4 to 6 months for UPRR review and approval after final design documents are completed.

Environmental Impacts

All alternatives would impact existing wetlands and cross unnamed creeks. Based on field observations, Strand Associates, Inc.[®] (Strand) anticipates the creek flows to be low enough to allow a contractor to dam the creek and bypass pump around an open sewer trench. The City will need to obtain Waterway and Wetland disturbance permits from WDNR and receive a concurrence letter from the U.S. Army Corps of Engineers (USACE). Strand's preliminary review indicates the unnamed creeks are not navigable waterways or special resource waters. This indicates that the City would be able to obtain a General Permit from the WDNR and USACE for the creek crossings. Construction will require restoring disturbed wetlands to existing conditions with native wetland seed mixes. It is Strand's understanding that Alternative No. 2 is routed through existing native prairie that is currently part of the City's water quality trading program and would need to be restored to existing conditions.

All alternatives would require tree removal for sewer construction. It is possible that a northern long-eared bat habitat exists along the three alignments; therefore, a WDNR endangered species review should be conducted to determine whether tree clearing restrictions exist. If a northern long-eared bat habitat exists, tree clearing would be required between November 1 and March 31.

The creek crossings, wetland and prairie disturbance, and endangered species impacts will be items to discuss further with the WDNR and City during the final design phase to determine the preferred approach to minimize impacts.

Easements

It is anticipated that Alternative Nos. 1 and 2 would be constructed on City property; therefore, no permanent or temporary construction easements would be required. For Alternative No. 3, a permanent and temporary construction easement would be required to construct the proposed 24-inch sewer through the Dettmann Dairy LLC property.

Summary and Recommendations

Strand has provided a summary table of the three feasible alternatives with various factors and opinion of probable cost (OPC) for comparison. The OPC includes design and construction costs in 2026 dollars. Alternative No. 2–South Alignment is the shortest route and most cost-effective, therefore, would be the recommended alternative.

Mr. Peter Hartz
 City of Watertown
 Page 4
 July 22, 2025

Alignment	24-Inch Sewer Length (ft)	Average Sewer Depth (ft)	Maximum Depth (ft)	Wetland Impacts	Number of Easements	Railroad Crossing	Cost (2026 Dollars)
Alternative 1– Middle	6,607	18.5	31.5	Yes	0	Yes	\$7,539,000
Alternative 2– South	5,110	15.2	24.0	Yes	0	Yes	\$5,963,000
Alternative 3– North	7,582	18.5	25.5	Yes	2	Yes	\$8,796,000

Note: ft=feet

Table 1 Alternatives Summary

If Alternative No. 2 is selected as the preferred route, Strand recommends refining this alignment to minimize existing wetland and prairie impacts. In addition, geotechnical soil borings should be taken to understand existing soil and groundwater conditions to review construction feasibility and refine cost opinions before advancing final design.

Thank you for your assistance in preparing this evaluation, and please call 608-251-4843 with any questions.

Sincerely,

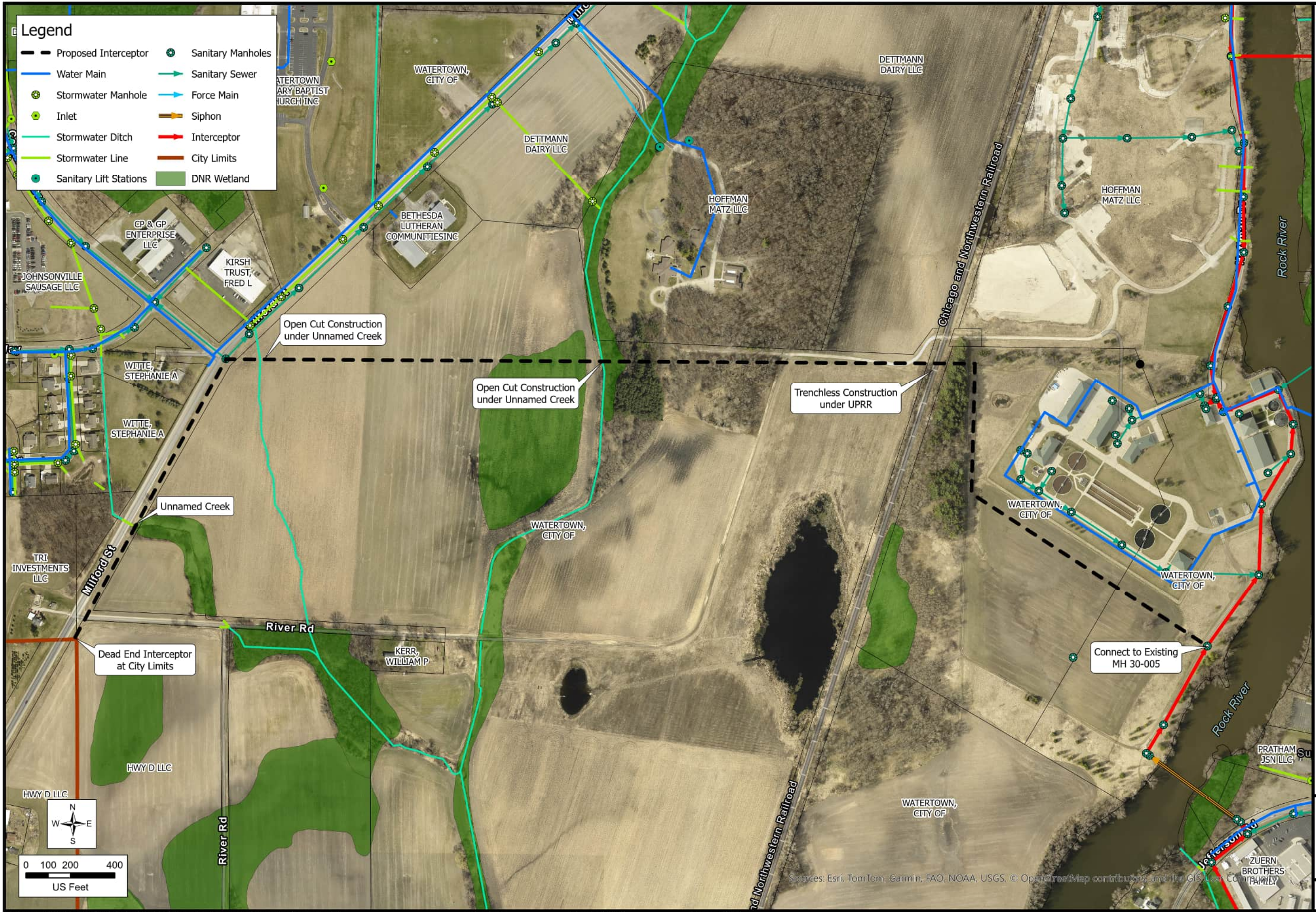
STRAND ASSOCIATES, INC.®



Eric D. Vieth, P.E.

Enclosures

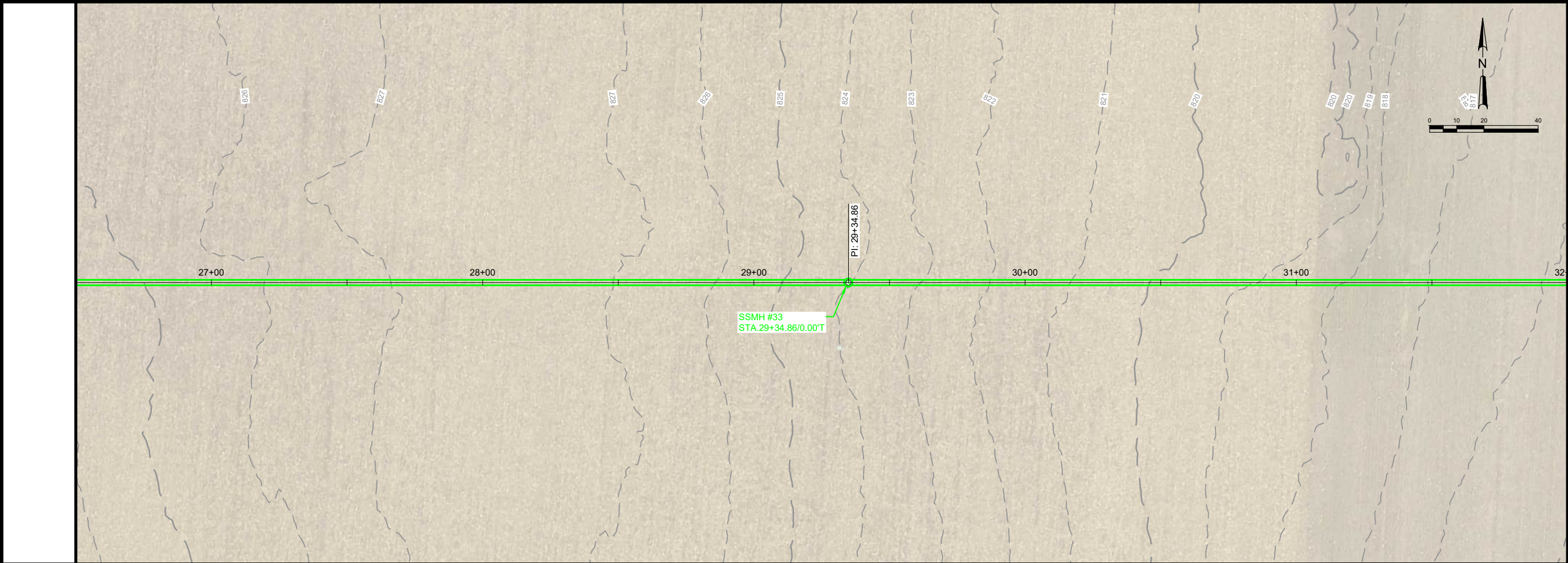
ENCLOSURE A
ALTERNATIVE NO. 1 OVERVIEW MAP AND PLAN AND PROFILE SHEETS



ALTERNATIVE NO. 1 - MIDDLE ALIGNMENT
WEST SIDE INTERCEPTOR
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

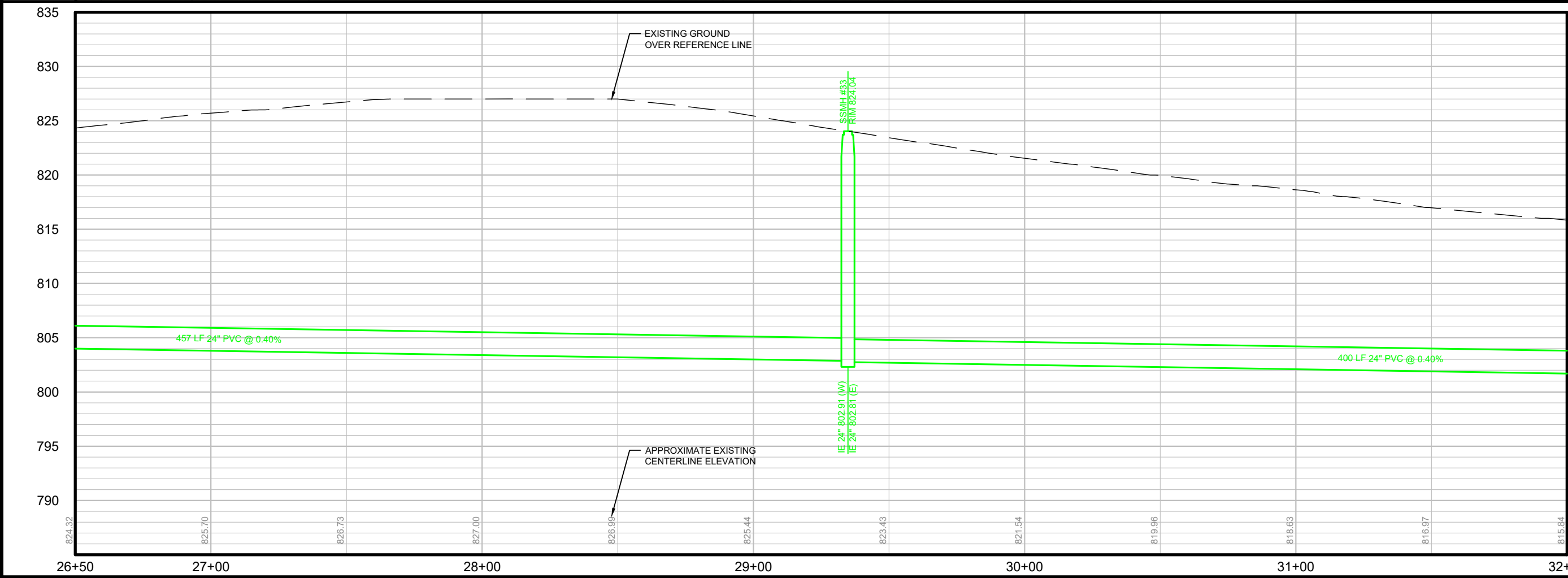


FIGURE 2
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Section 4, Item C.

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WEST SIDE INTERCEPTOR:
PHASE 1 ROUTE REFINEMENT AND PRELIMINARY DESIGN
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

JOB NO.
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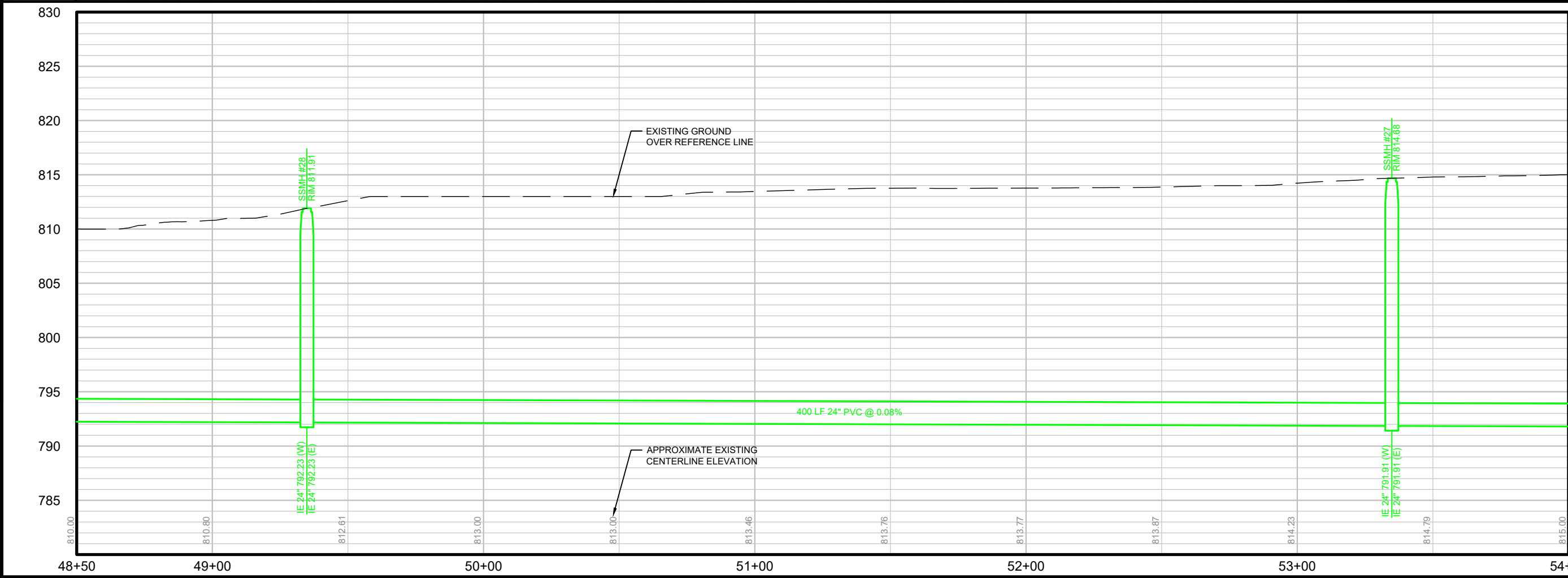


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Section 4, Item C.

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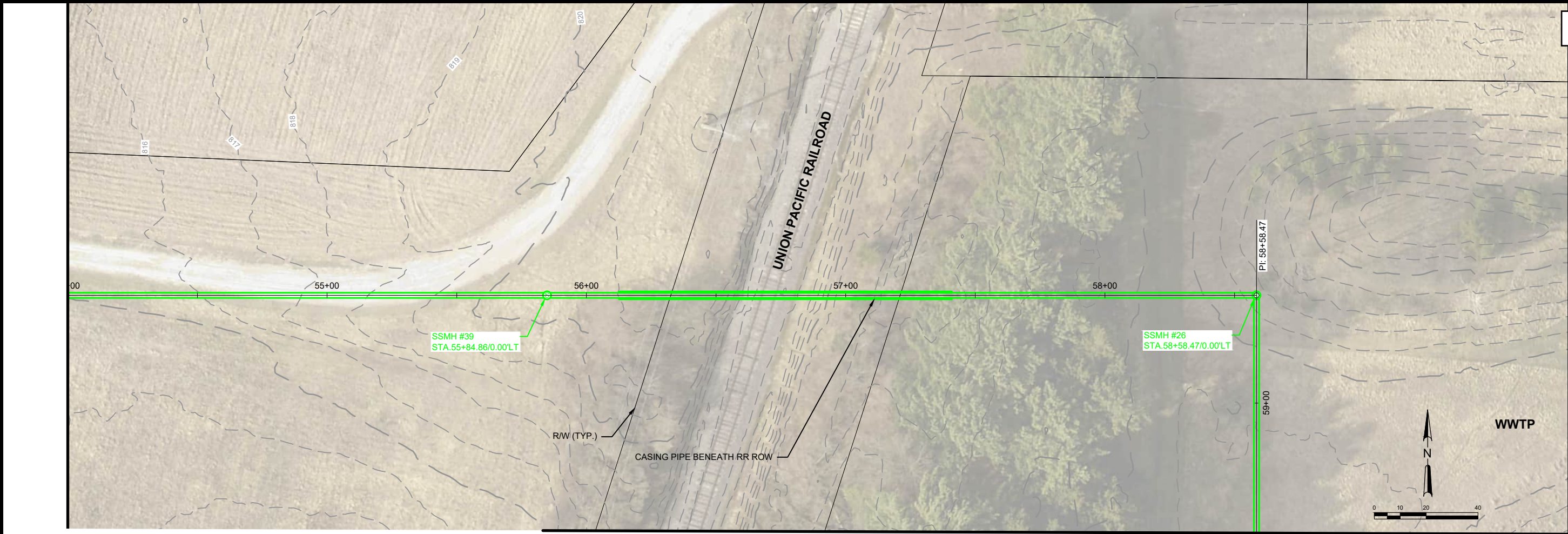


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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

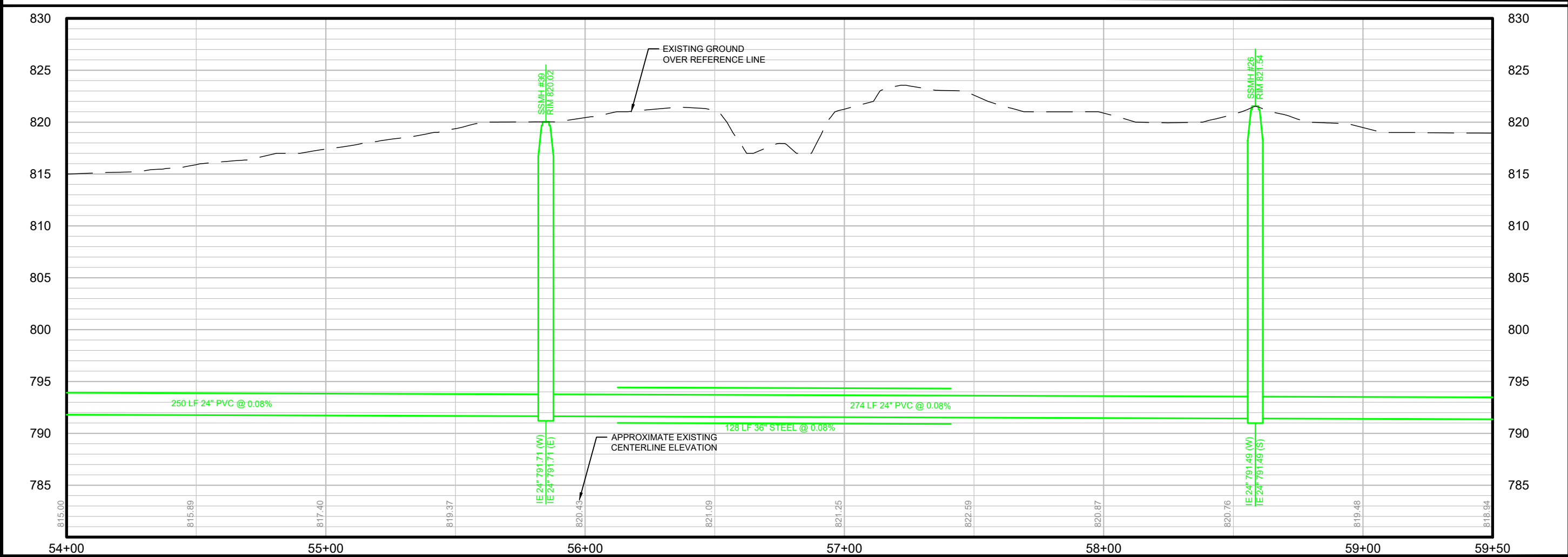
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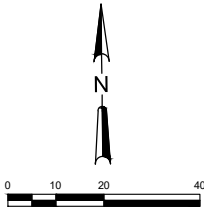


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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

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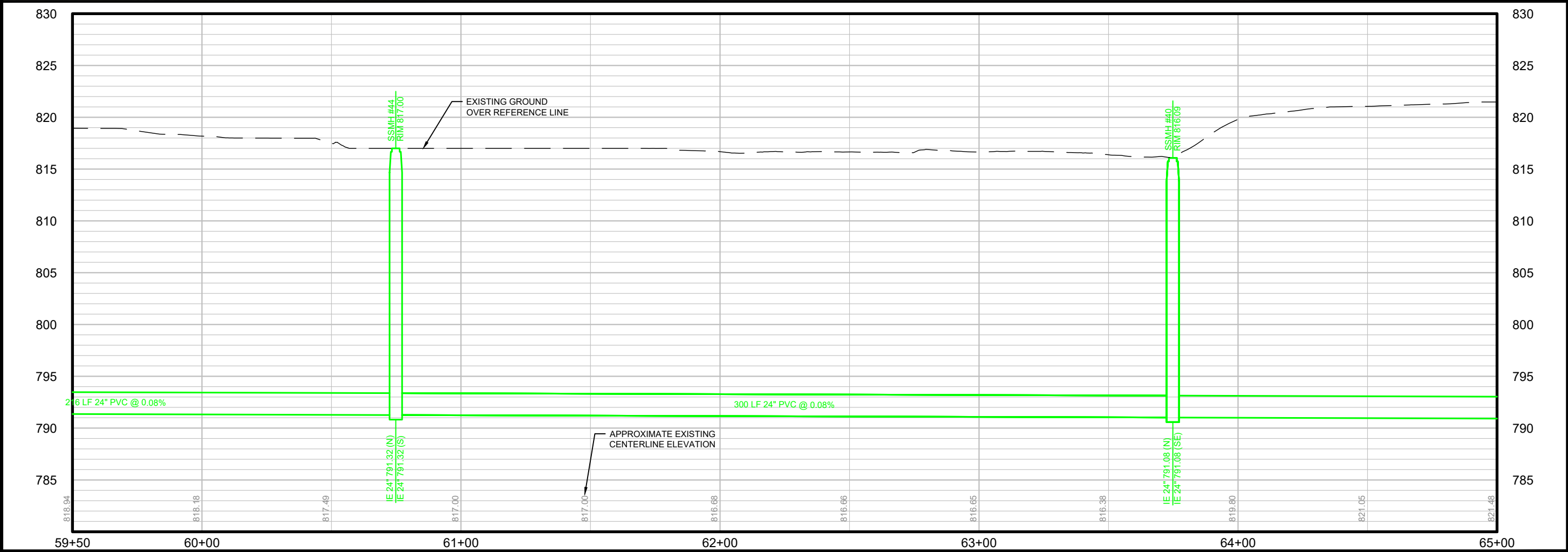
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Section 4, Item C.

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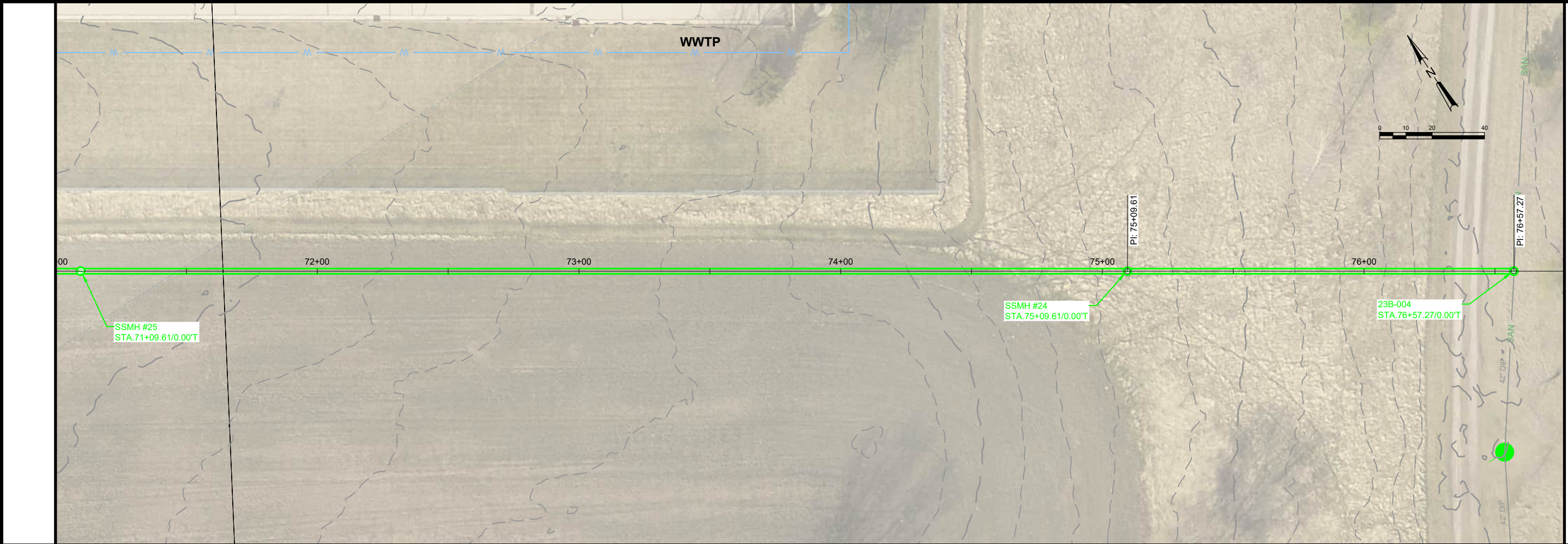


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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

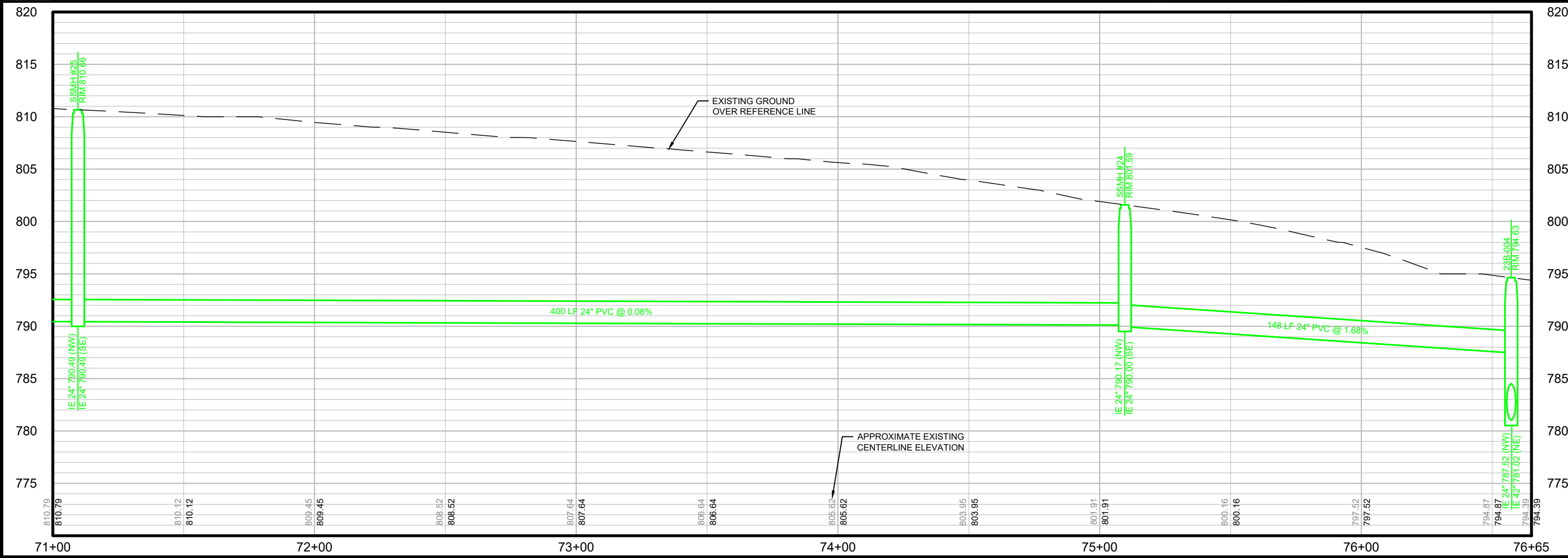
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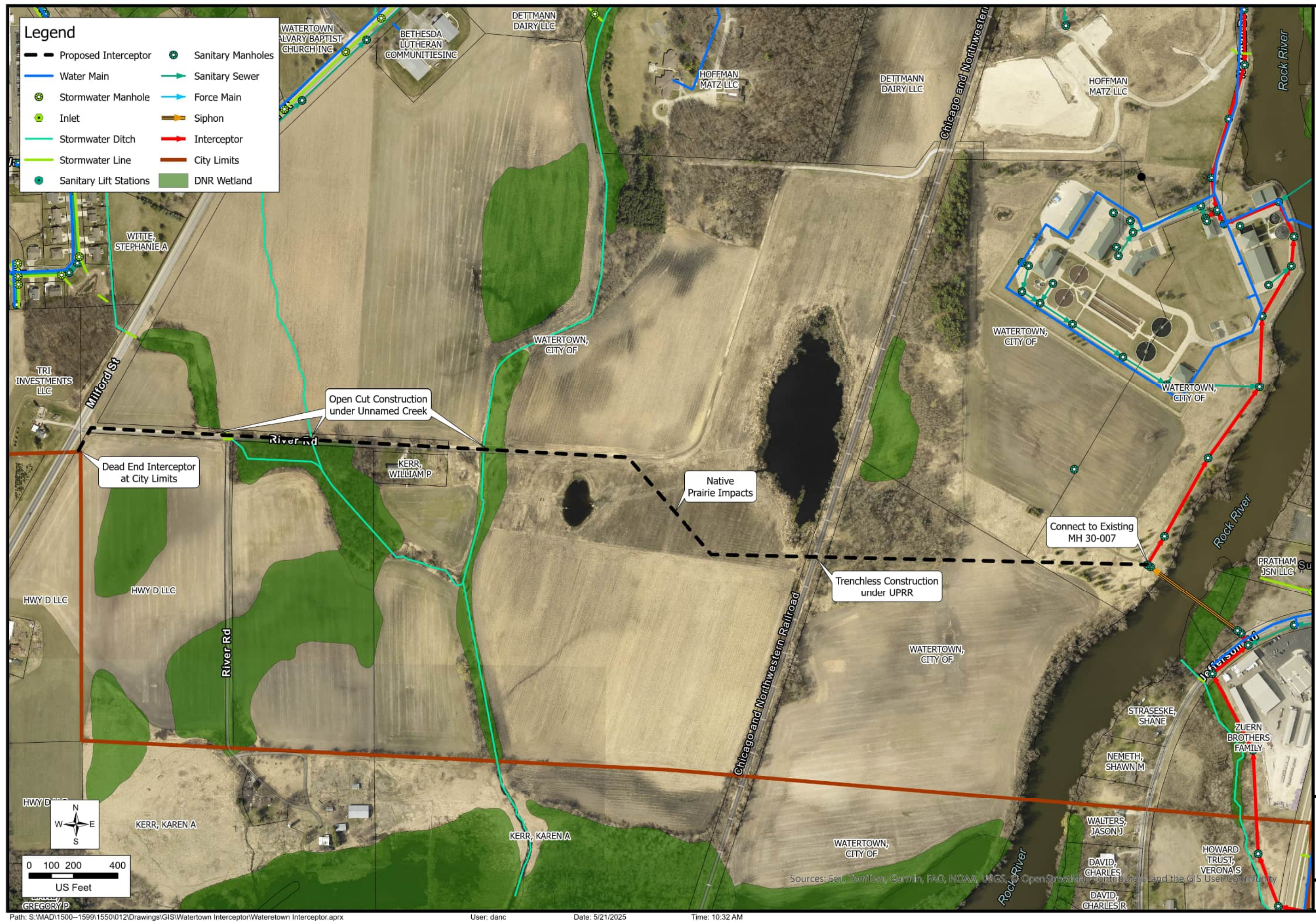
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JEFFERSON COUNTY, WISCONSIN

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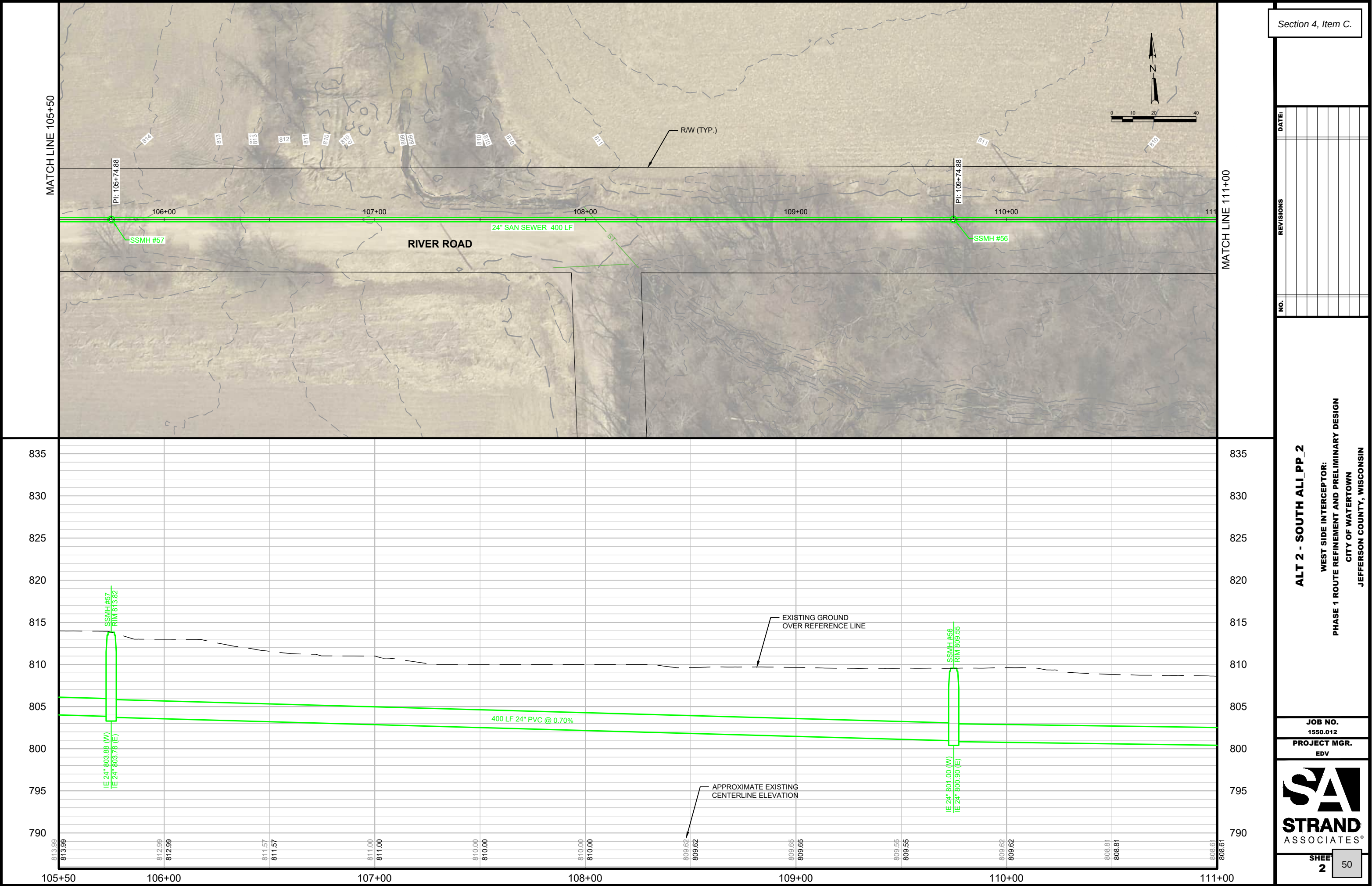
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ENCLOSURE B
ALTERNATIVE NO. 2 OVERVIEW MAP AND PLAN AND PROFILE SHEETS



ALTERNATIVE NO. 2 - SOUTH ALIGNMENT

**WEST SIDE INTERCEPT
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN**



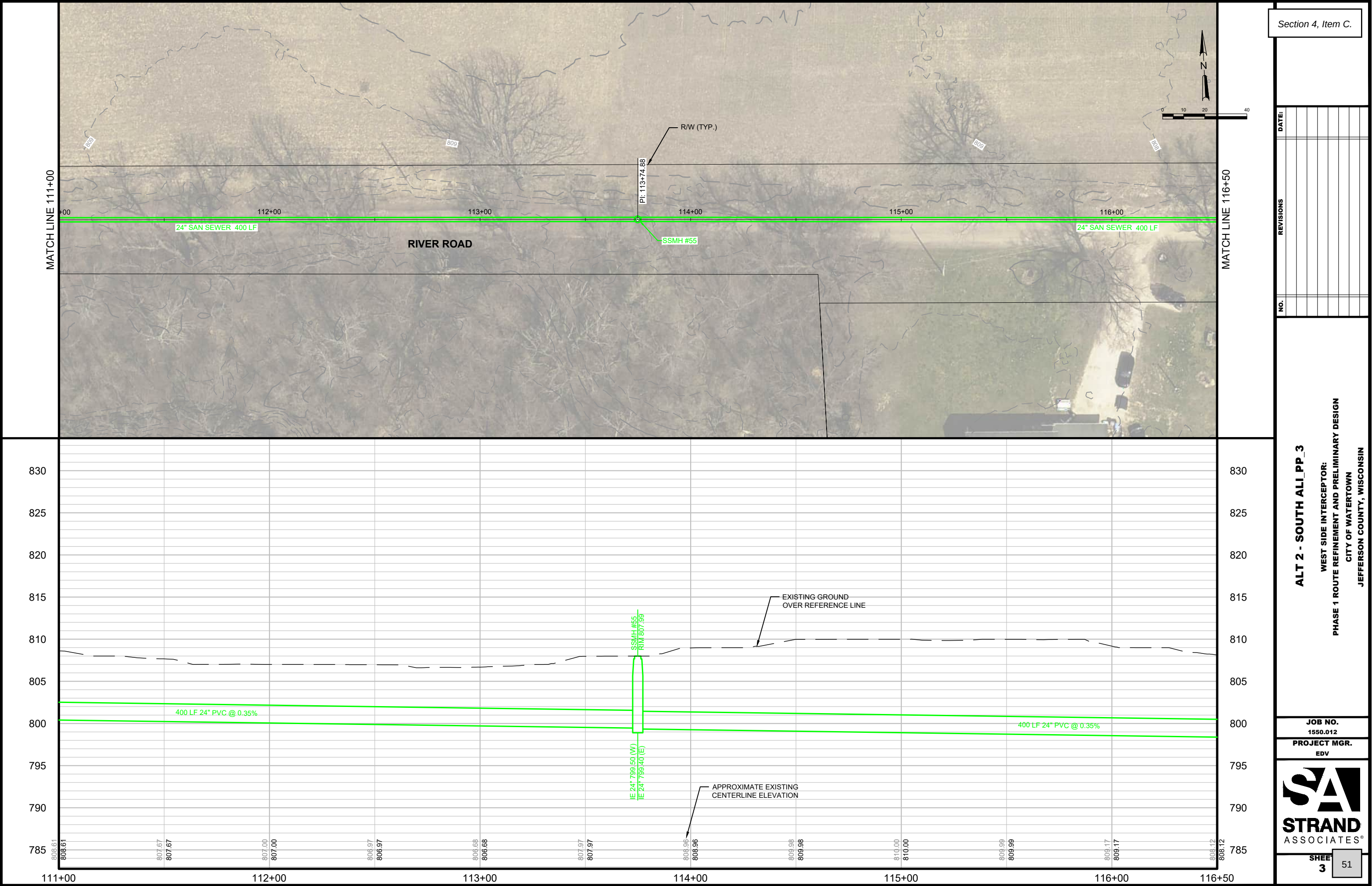
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PHASE 1 ROUTE REFINEMENT AND PRELIMINARY DESIGN
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

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Section 4, Item C.

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ALT 2 - SOUTH ALI PP_3
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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

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Section 4, Item C.

NO.	REVISIONS	DATE

ALT 2 - SOUTH ALI_PP_4

WEST SIDE INTERCEPTOR:
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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

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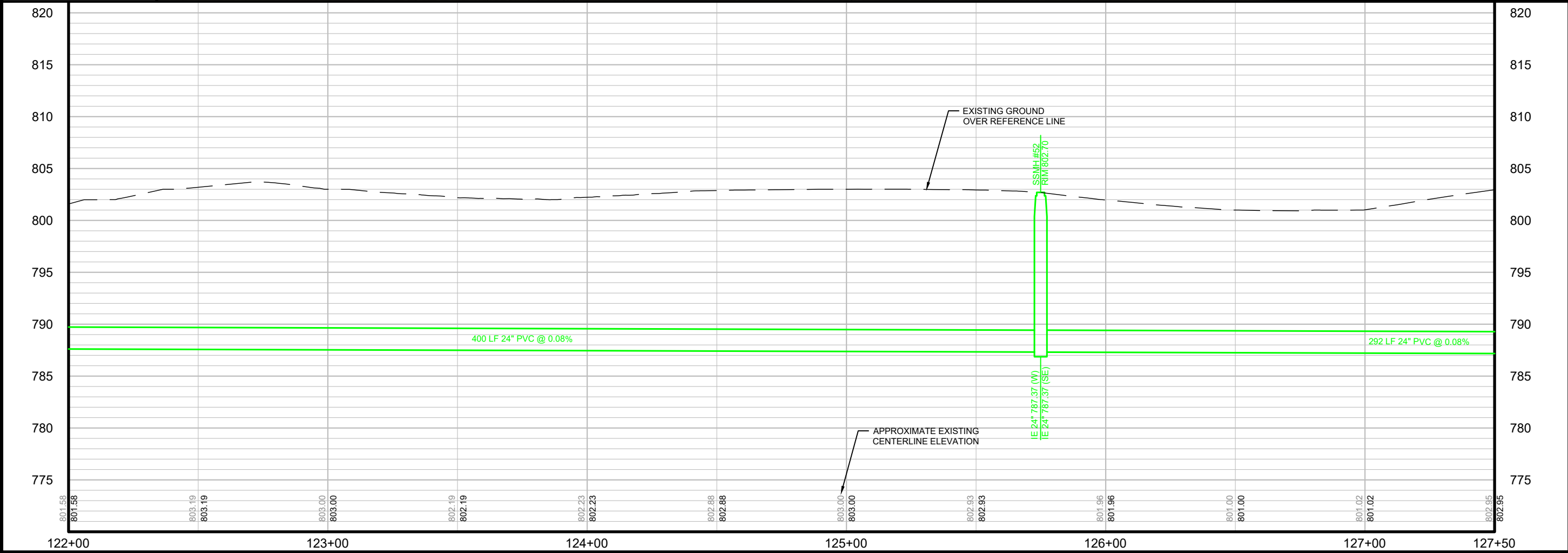
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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

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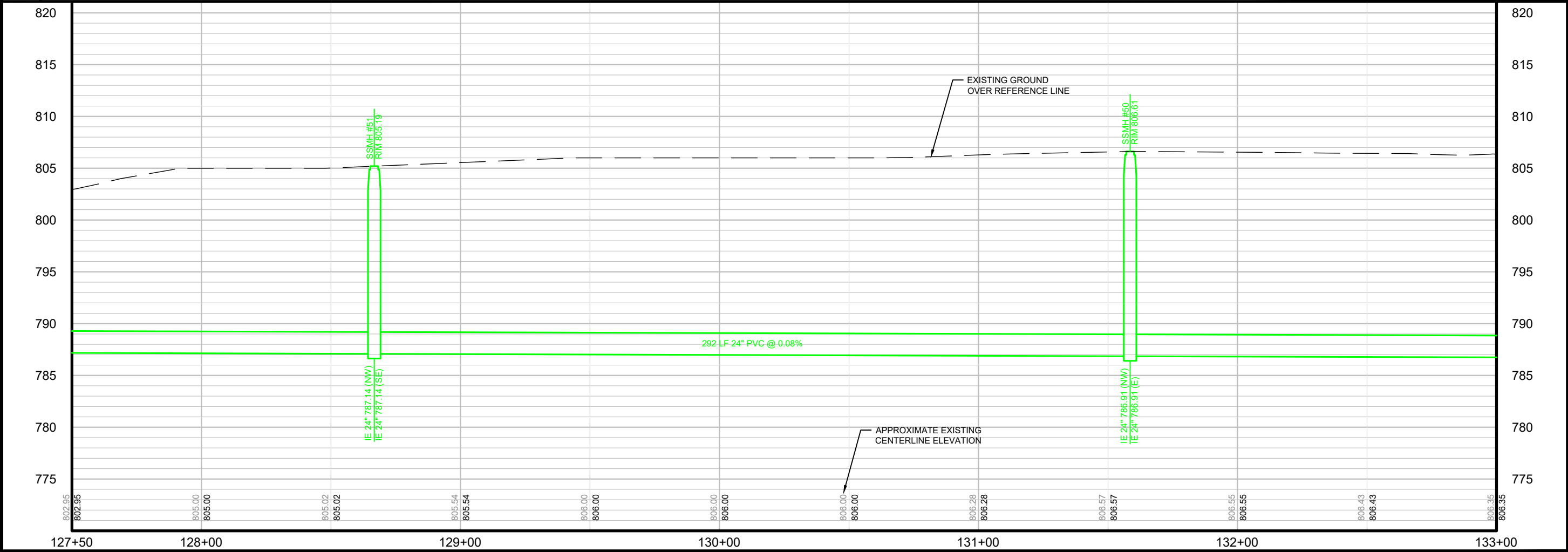
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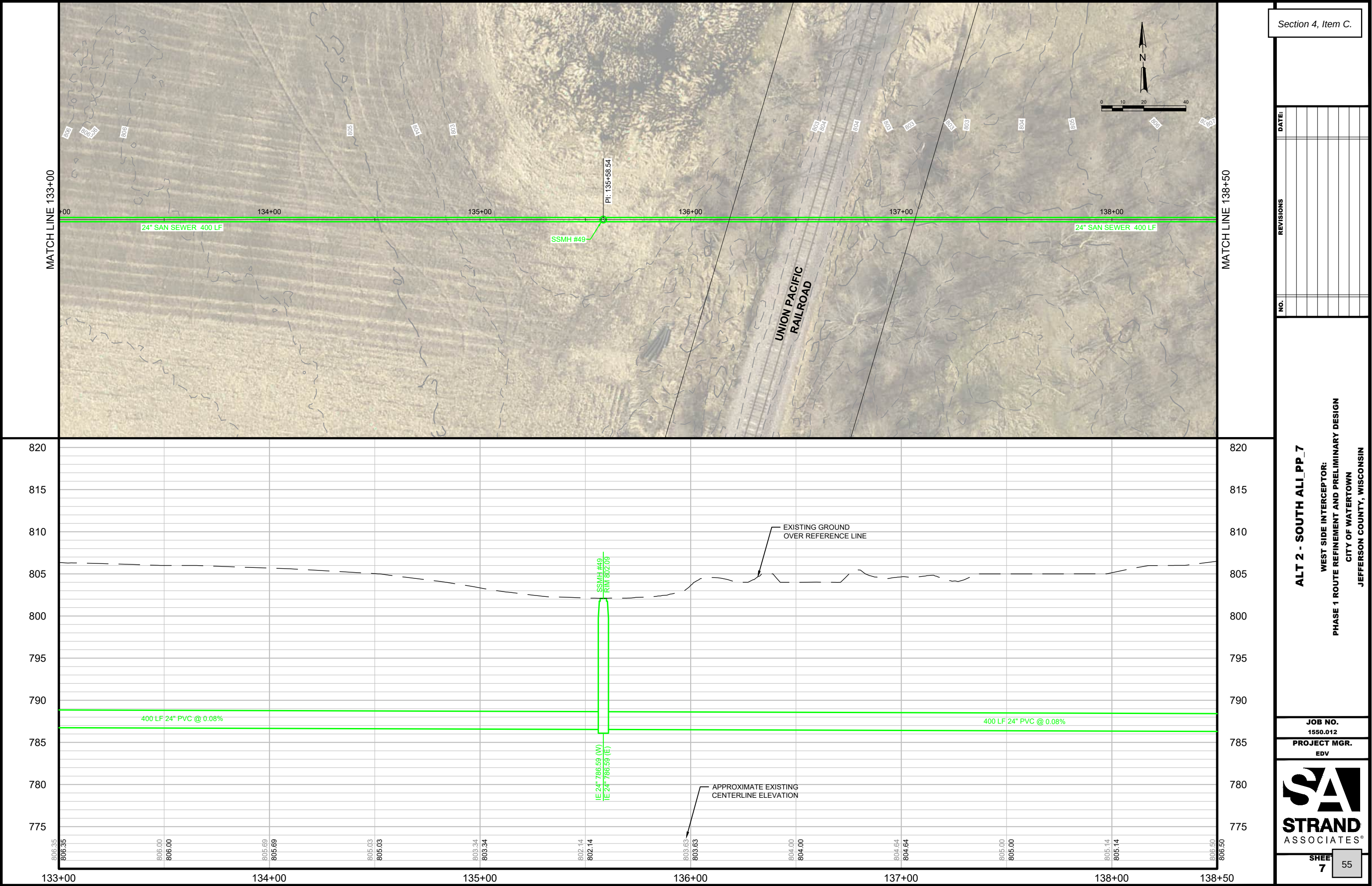


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PHASE 1 ROUTE REFINEMENT AND PRELIMINARY DESIGN
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

JOB NO.
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Section 4, Item C.

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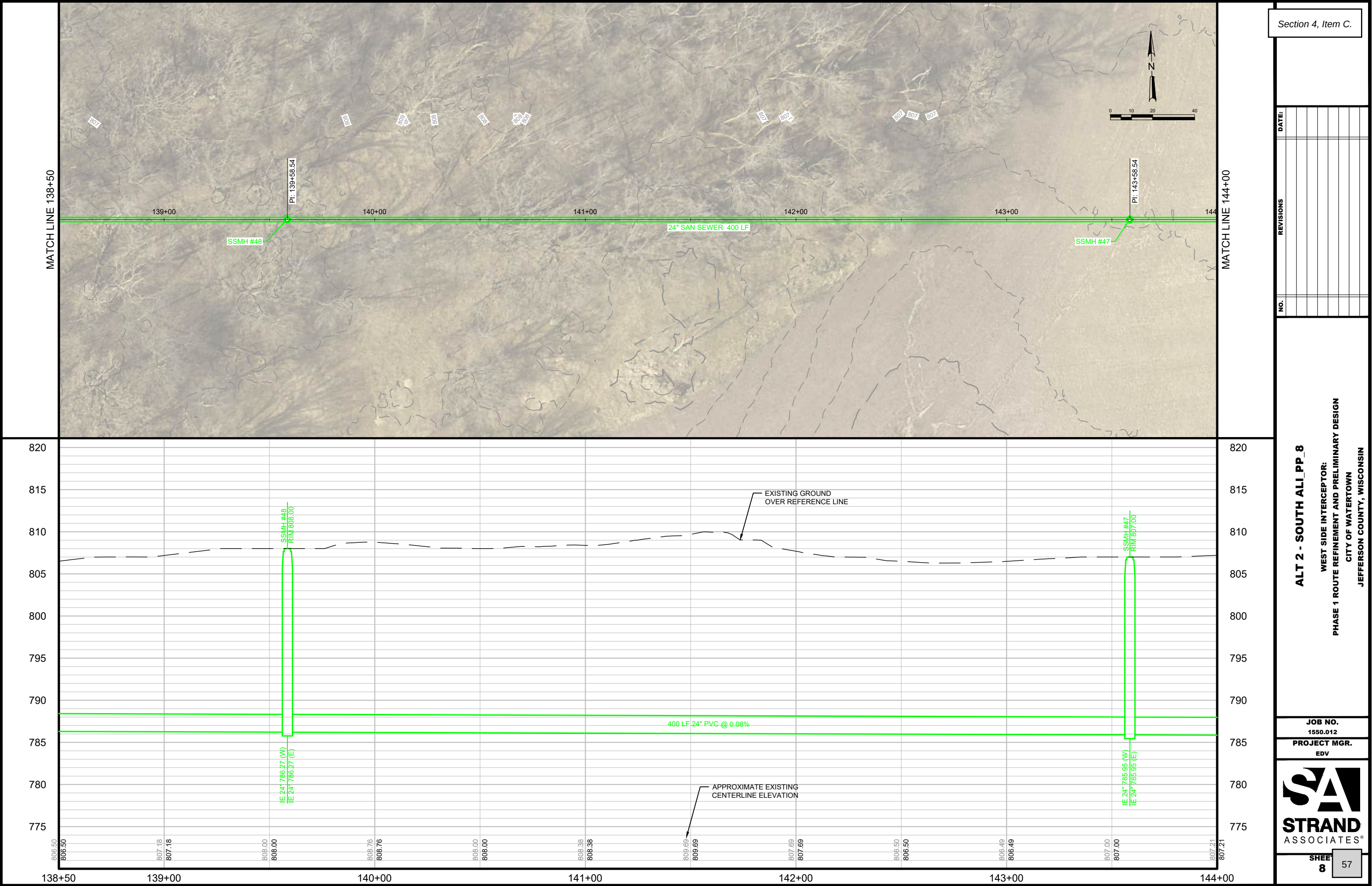
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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

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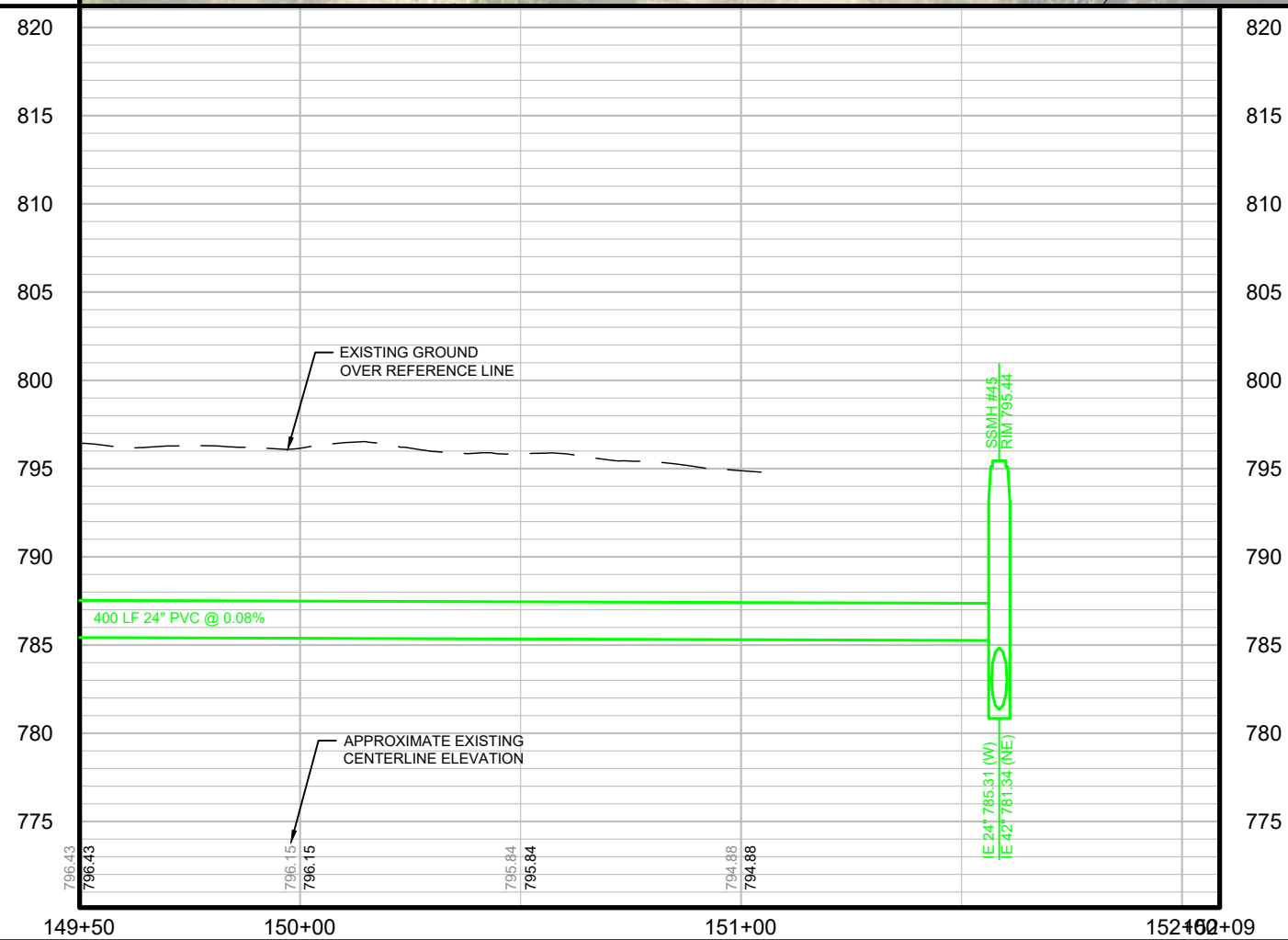
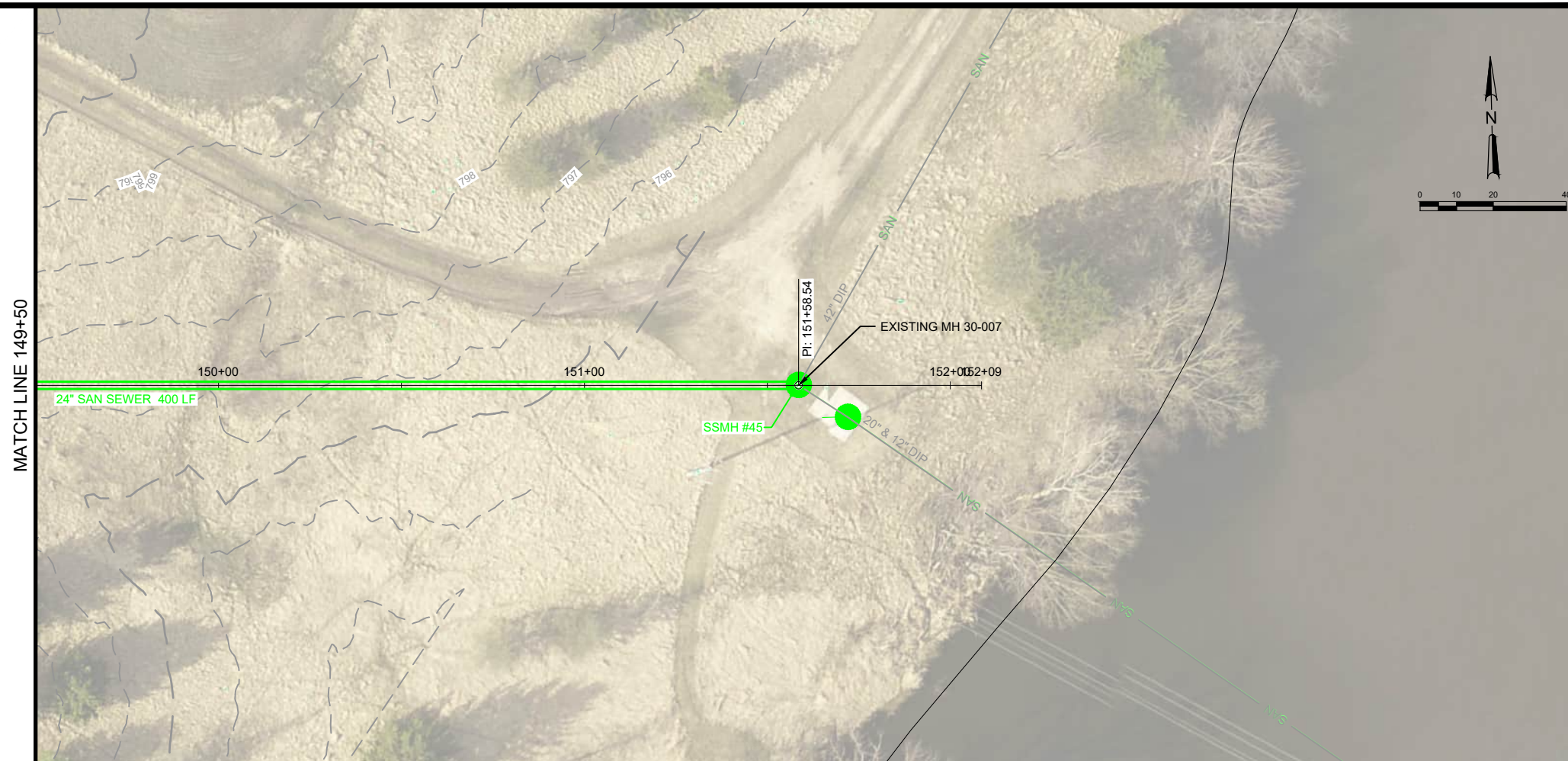
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ALT 2 - SOUTH ALI_PP_10

WEST SIDE INTERCEPTOR:

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CITY OF WATERTOWN

JEFFERSON COUNTY, WISCONSIN

JOB NO.
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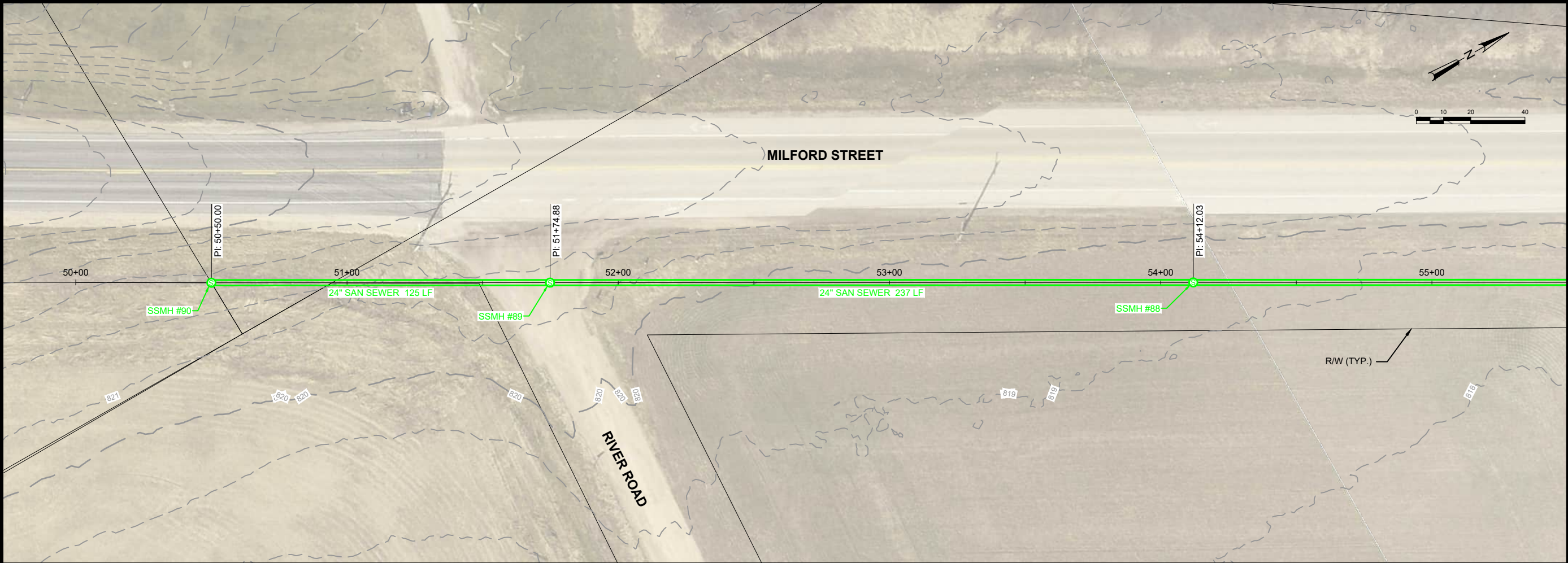
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ENCLOSURE C
ALTERNATIVE NO. 3 OVERVIEW MAP AND PLAN AND PROFILE SHEETS



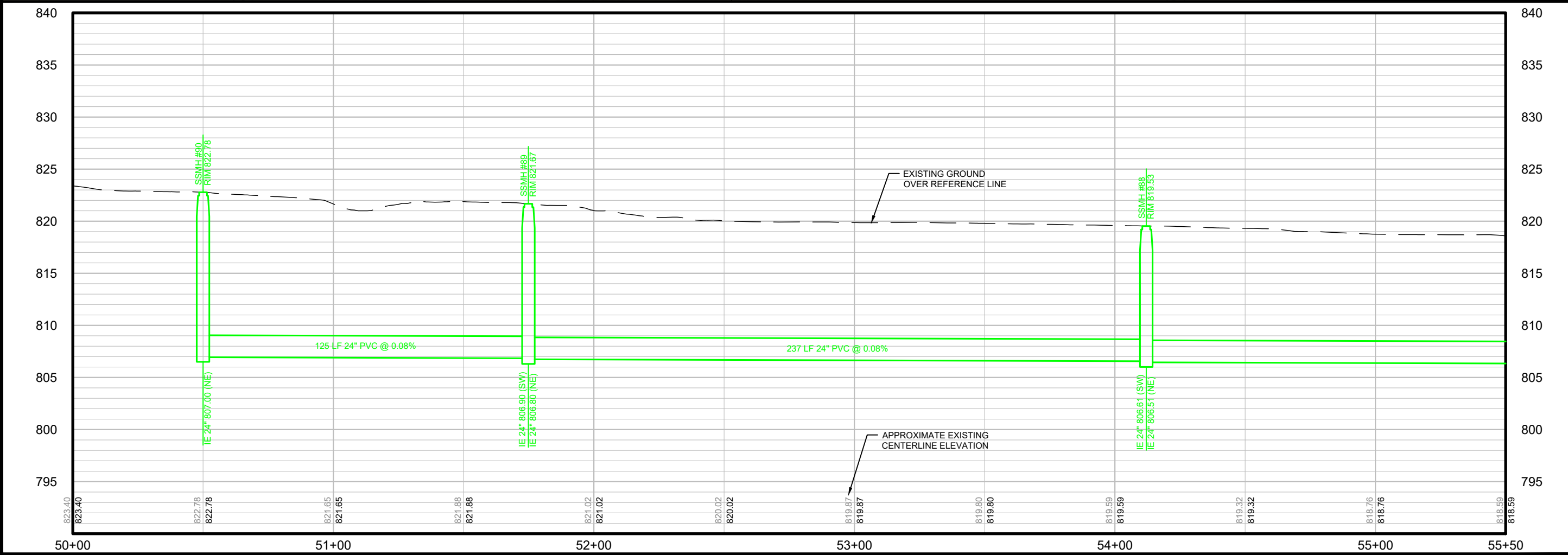
ALTERNATIVE NO. 3 - NORTH ALIGNMENT

**WEST SIDE INTERCEPT
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN**



Section 4, Item C.

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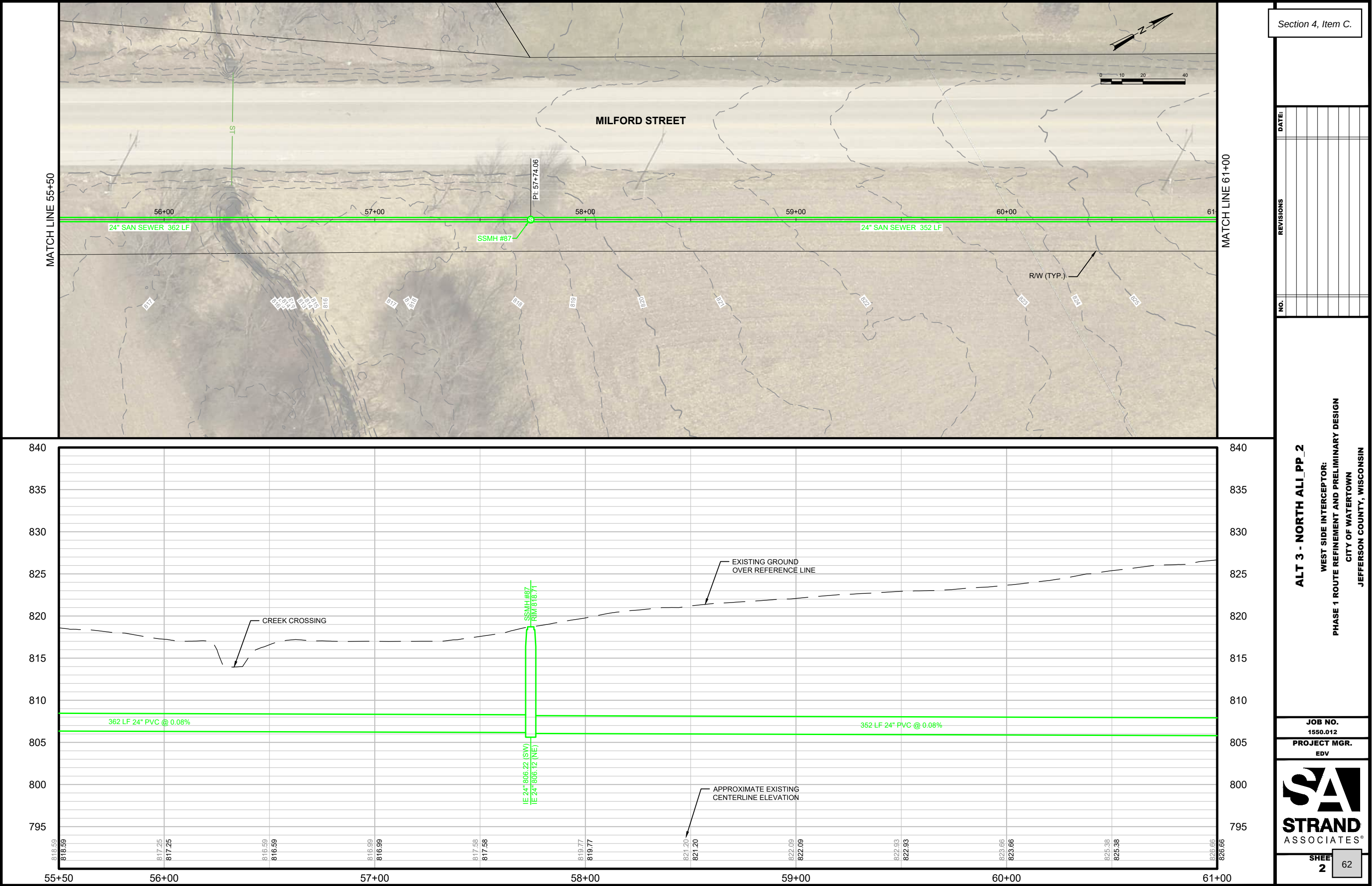


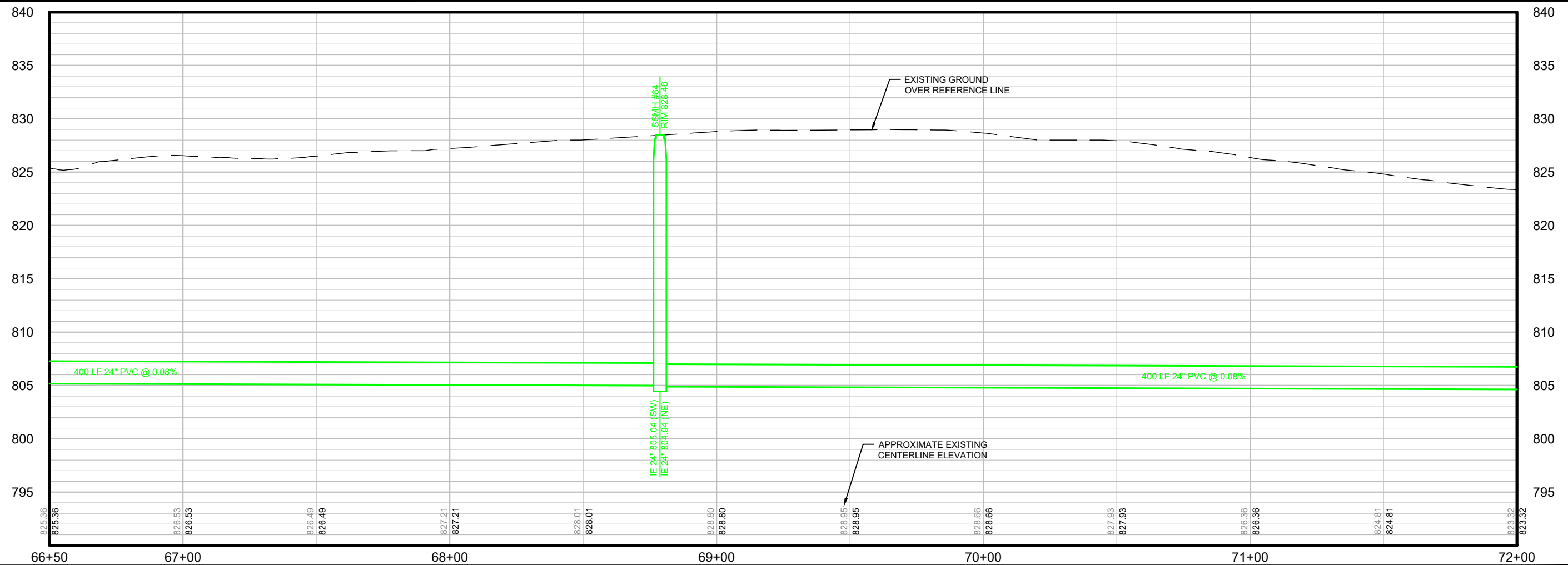
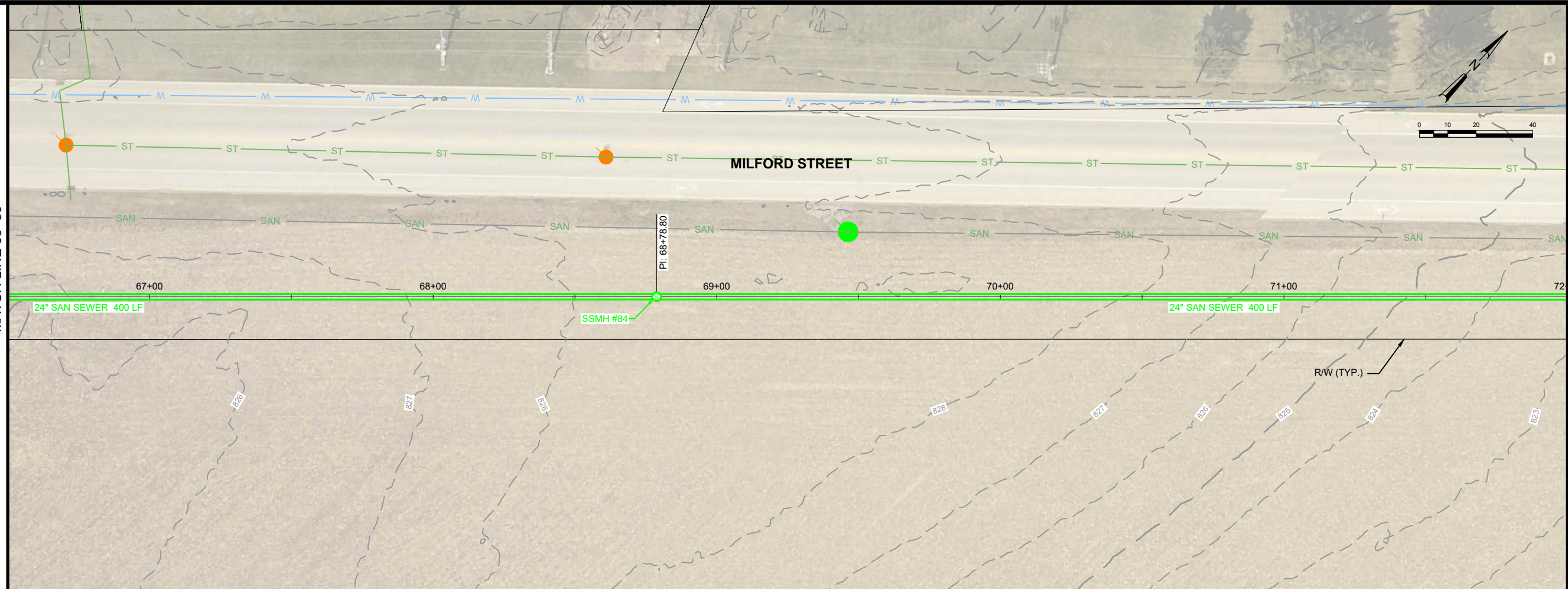
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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

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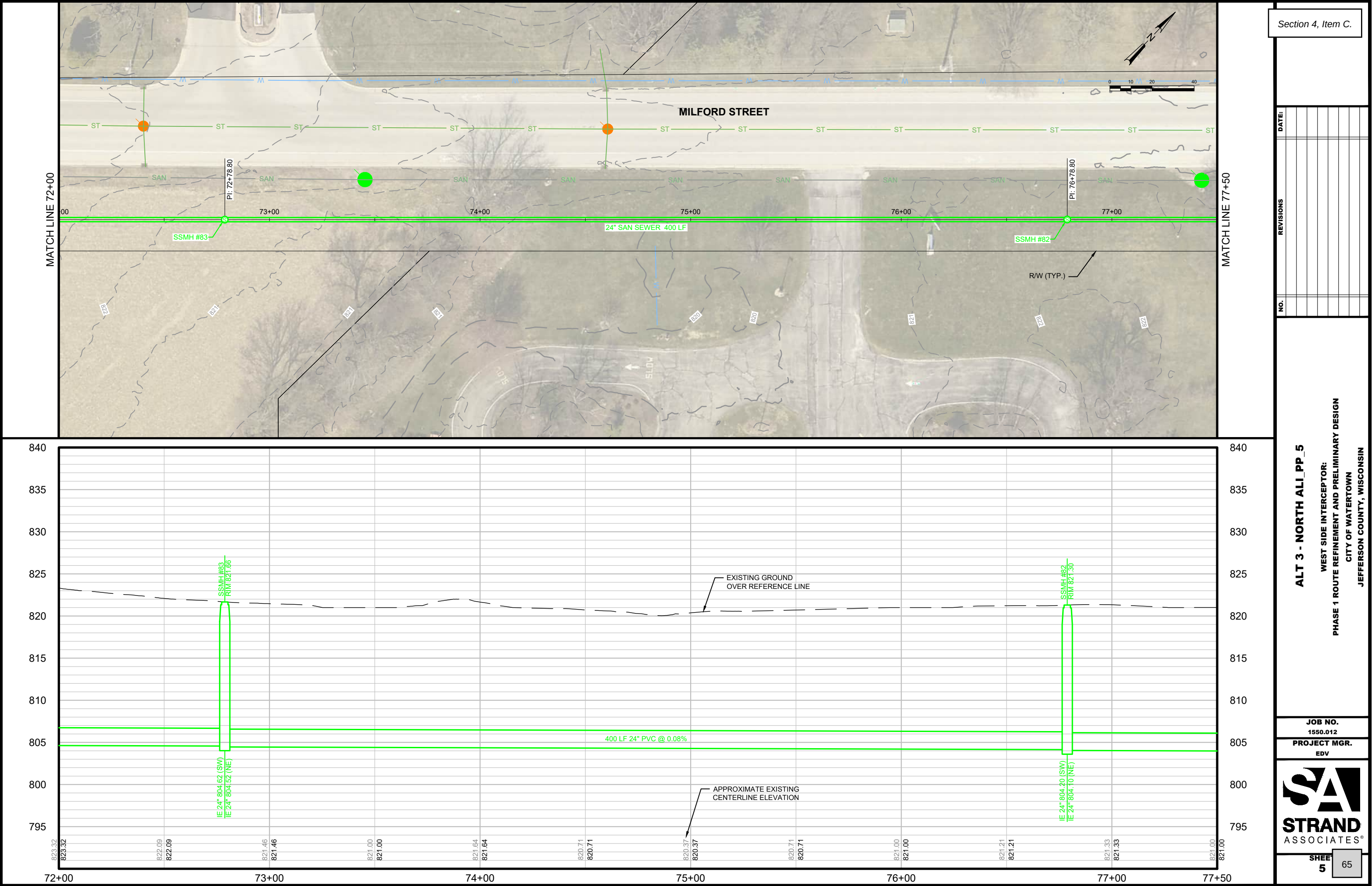
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CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN**

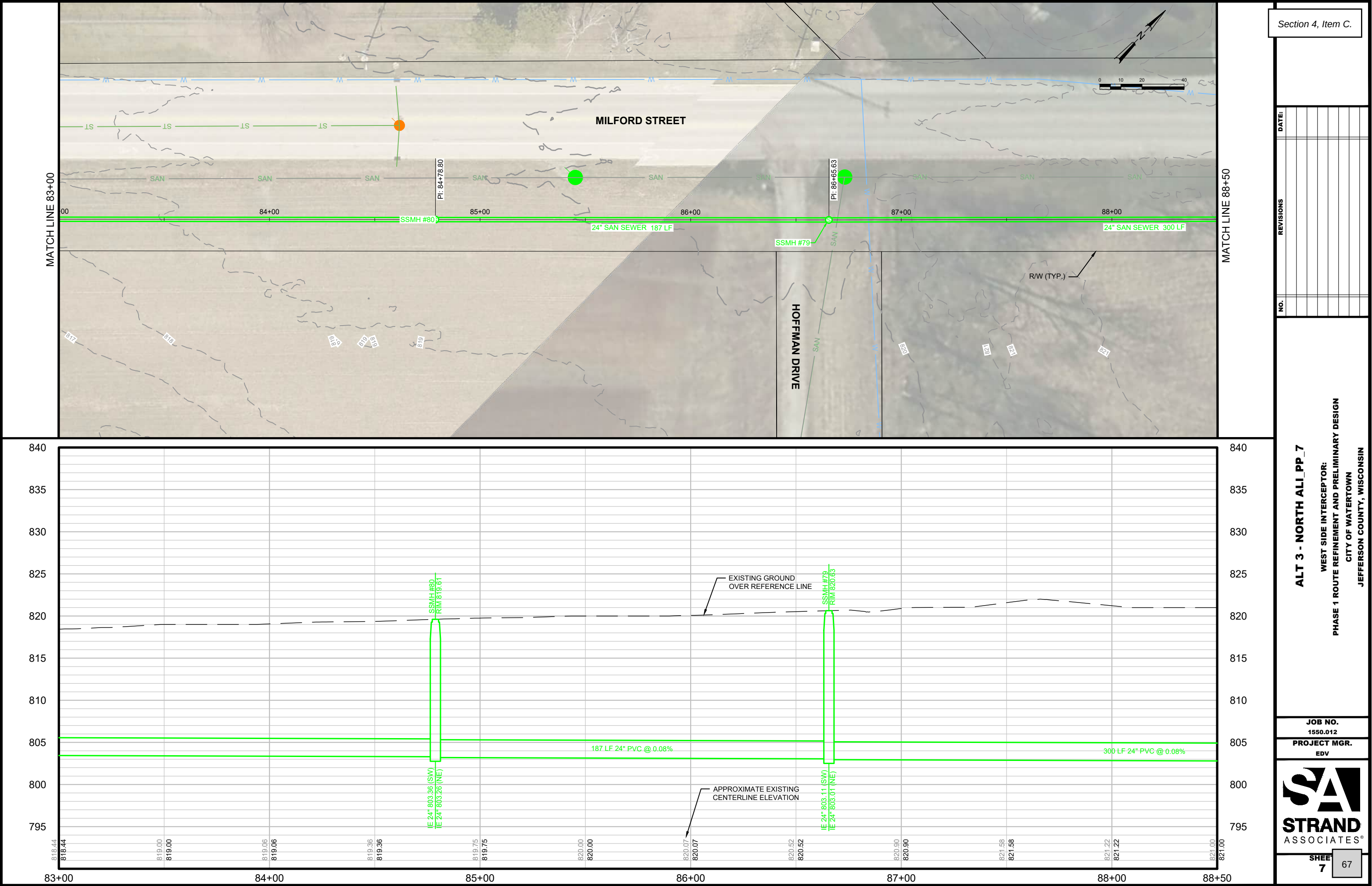
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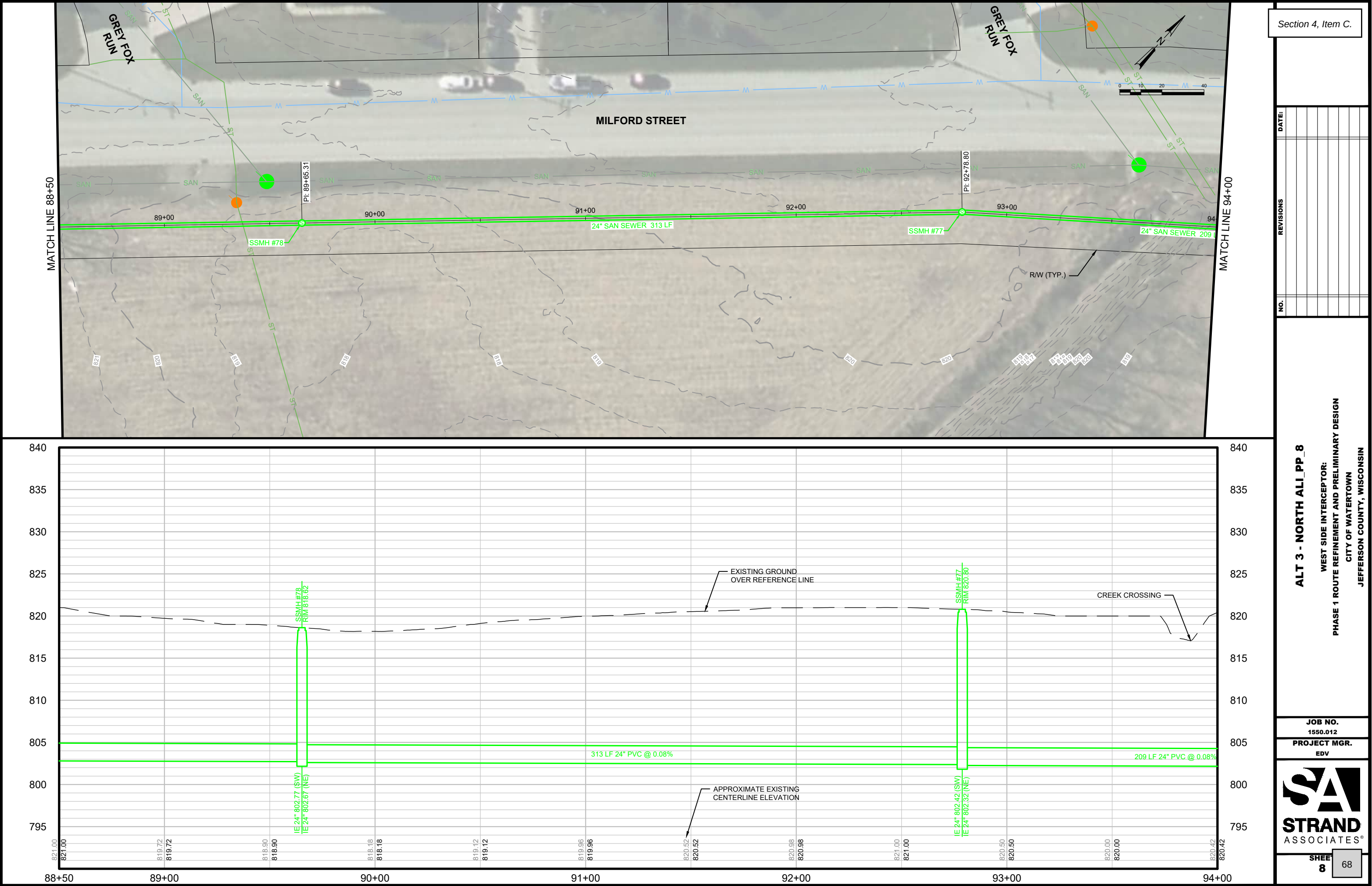
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Section 4, Item C.

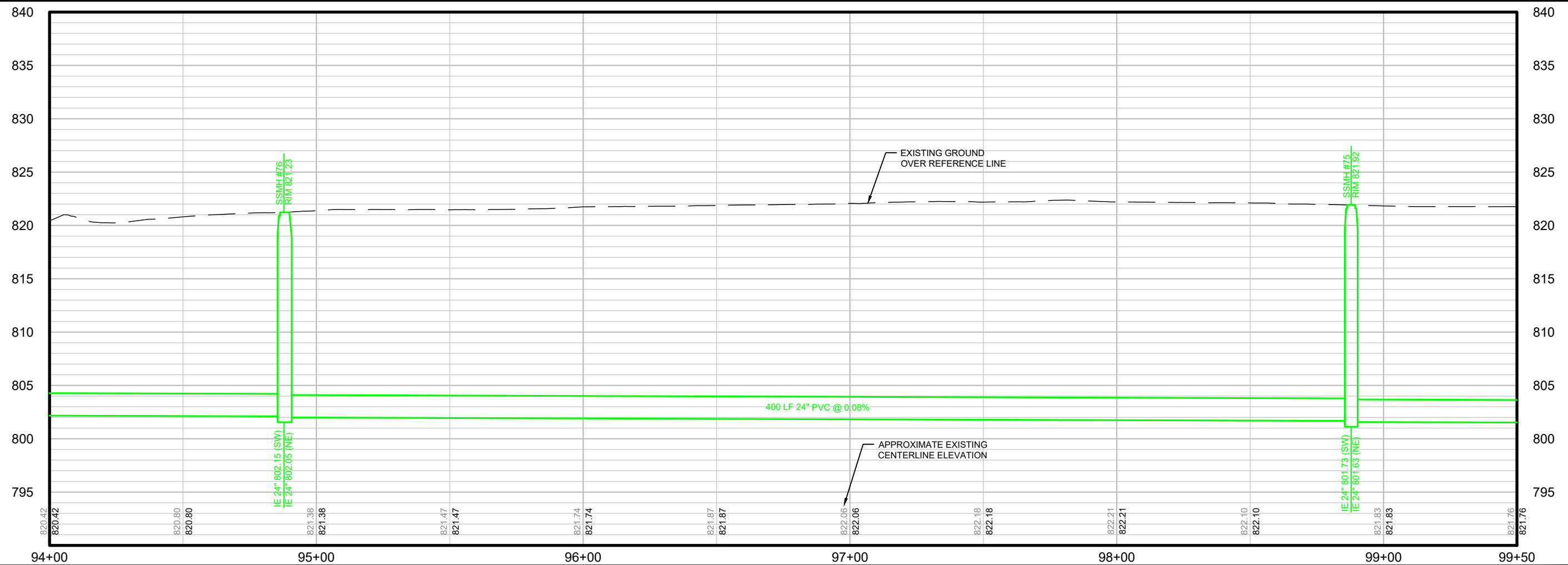
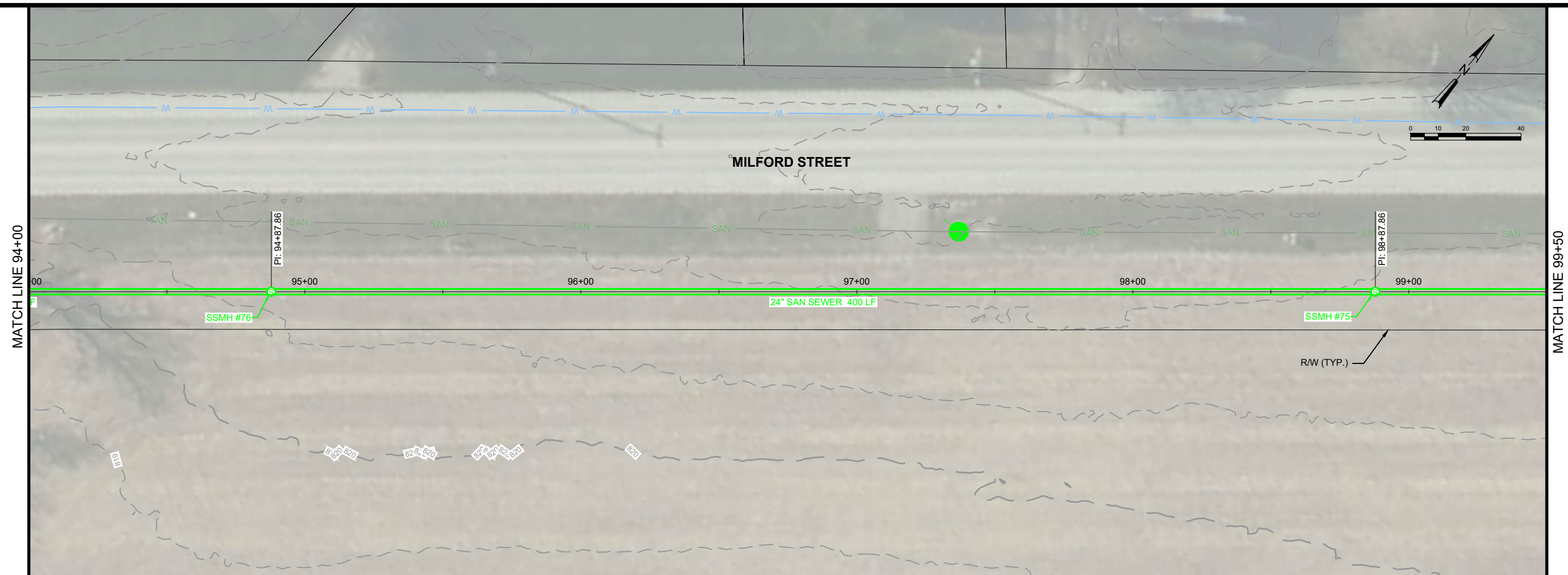
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ALT 3 - NORTH ALI_PP_8
WEST SIDE INTERCEPTOR:
PHASE 1 ROUTE REFINEMENT AND PRELIMINARY DESIGN
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

JOB NO.
1550.012
PROJECT MGR.
EDV



Section 4, Item C.



ALT 3 - NORTH ALI_PP_9

**WEST SIDE INTERCEPTOR:
PHASE 1 ROUTE REFINEMENT AND PRELIMINARY DESIGN
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN**

JOB NO.
1550.012

PROJECT MGR.
EDV



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Section 4, Item C.

DATE:					

REVISIONS					

NO.					

ALT 3 - NORTH ALI_PP_11

WEST SIDE INTERCEPTOR:
PHASE 1 ROUTE REFINEMENT AND PRELIMINARY DESIGN
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN

JOB NO.
1550.012

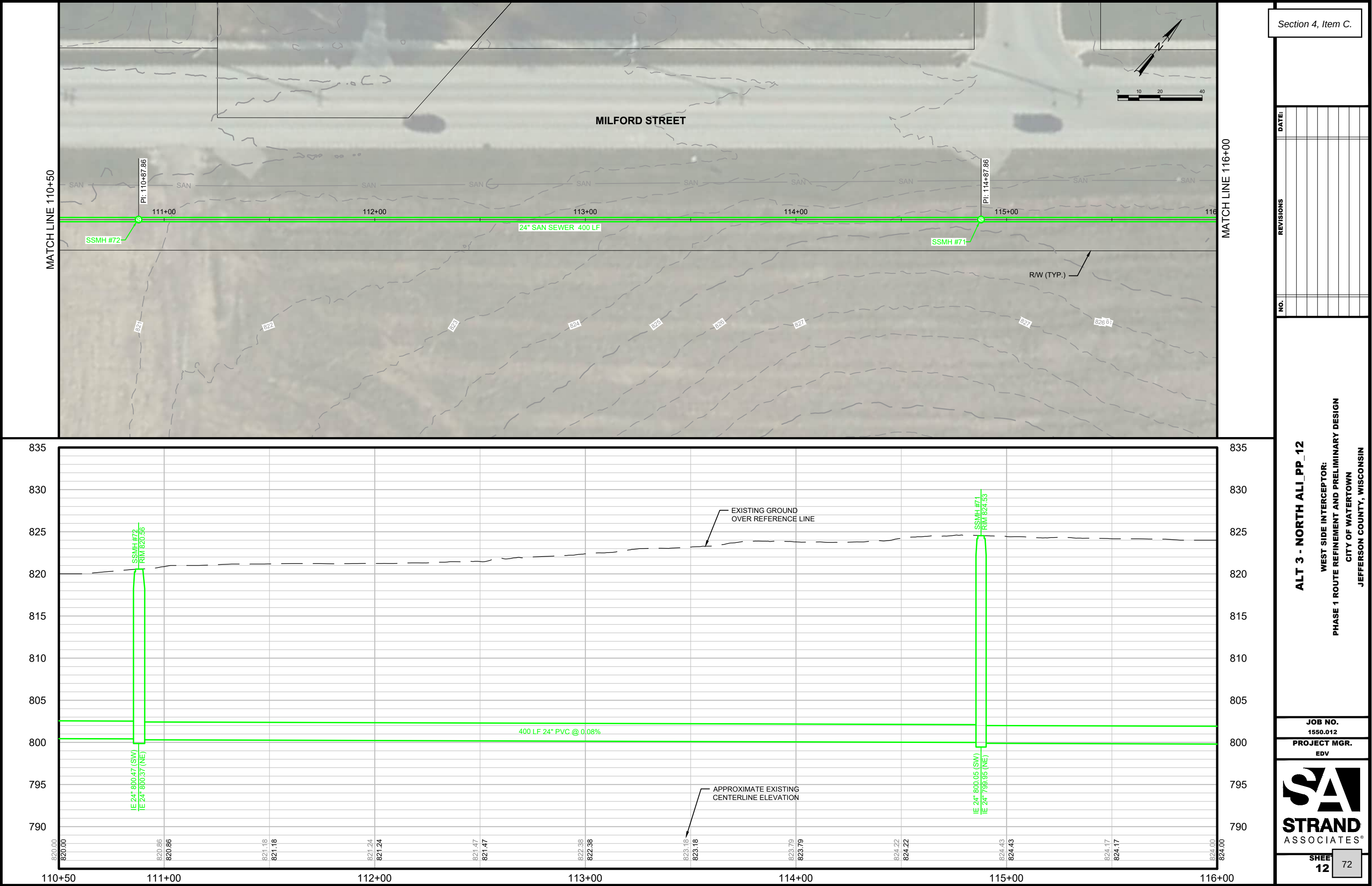
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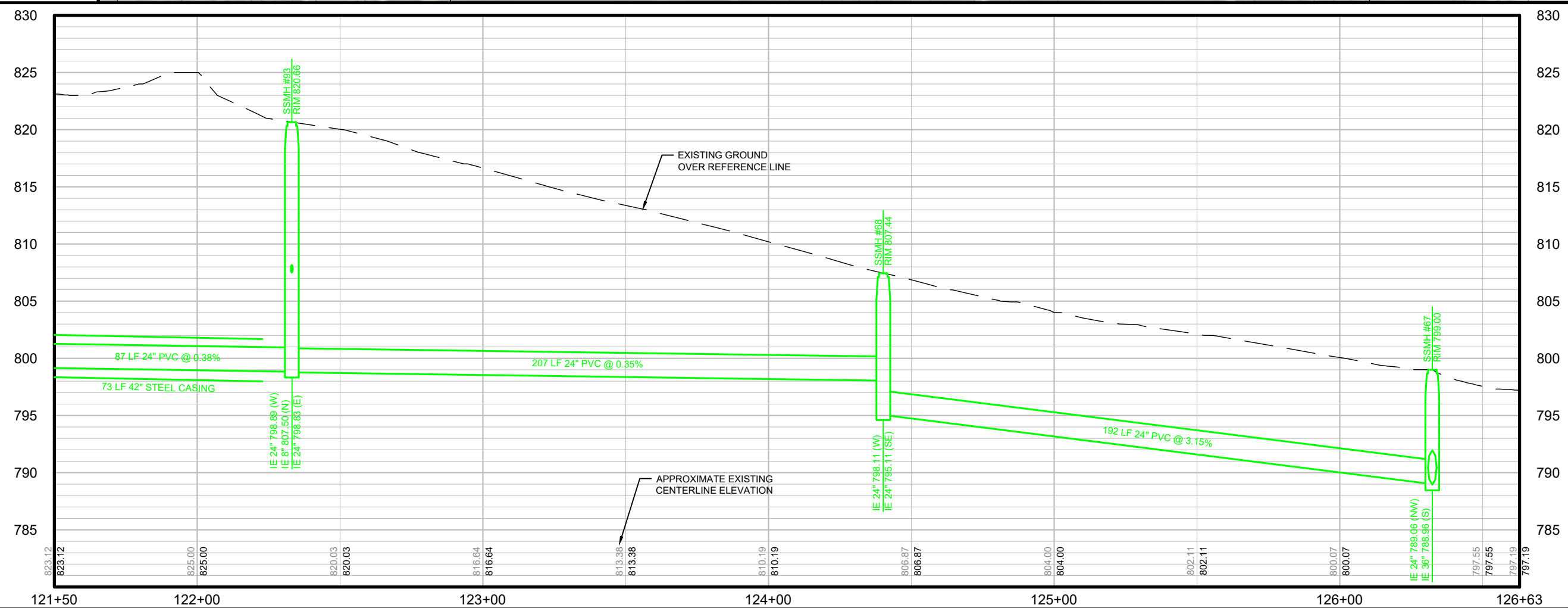
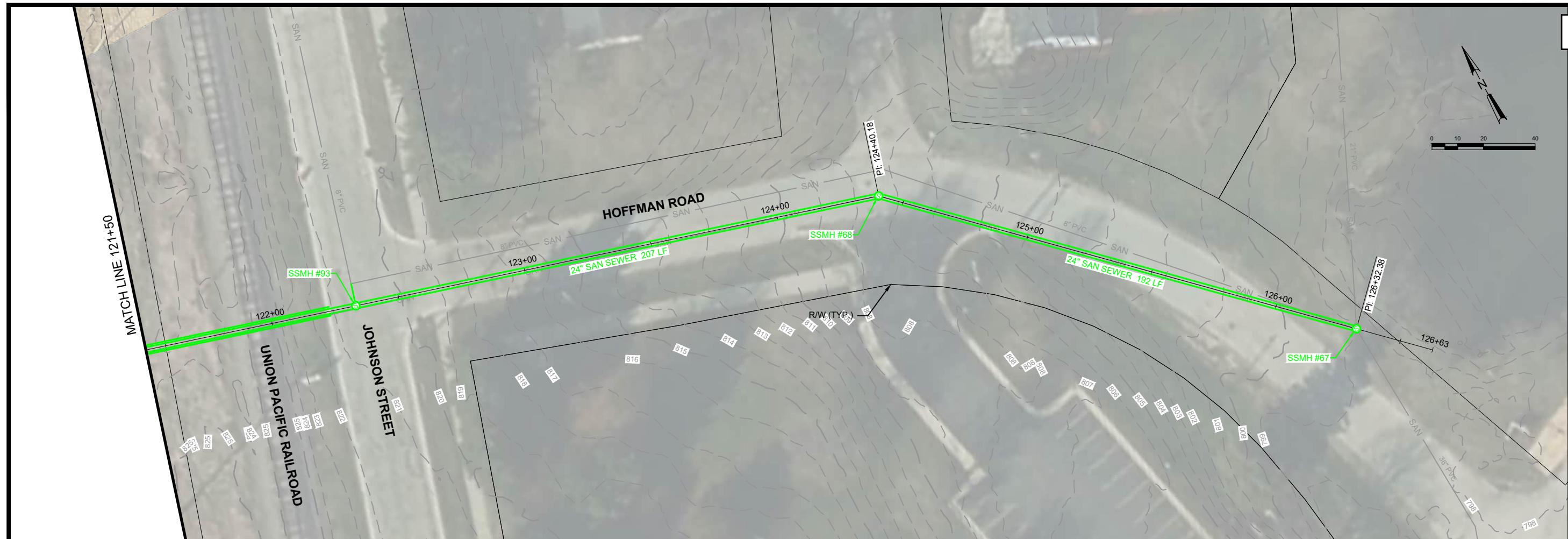
STRAND
ASSOCIATES®

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Section 4, Item C.



ALT 3 - NORTH ALI_PP_14

**WEST SIDE INTERCEPTOR:
PHASE 1 ROUTE REFINEMENT AND PRELIMINARY DESIGN
CITY OF WATERTOWN
JEFFERSON COUNTY, WISCONSIN**

JOB NO.
1550.012

PROJECT MGR.
EDV



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MEMO

Engineering Division of the Public Works Department

To: Chairperson Arnett and Commission Members

From: Andrew Beyer P.E., Director of Public Works/City Engineer

Date: August 20, 2025

Subject: Public Works Commission Meeting of August 26, 2025

Review and take possible action: Sidewalk repair order for 706 Western Avenue

Background

Agenda Item:

Review and take possible action: Sidewalk repair order for and 706 Western Avenue

BACKGROUND:

The Sidewalk Repair Notice for 706 Western Avenue was prepared following a reported trip and fall incident at 706 Western Avenue.

Site Address	Estimated cost not to exceed
706 Western Avenue	\$564.42

A repair inspection report for each property with a detailed estimate of cost to repair sidewalk is attached. Property owners who receive sidewalk repair notices have three options on how to move forward with the repair:

1. City contractor to complete repair. Property owner is invoiced following completion.
2. Property owner can hire their own contractor to replace sidewalk to city specifications.
3. Property owner can replace sidewalk to city specifications.

The Engineering Division is seeking approval to send letters via certified mail per Wisconsin State Statute noticing the property owners to repair sidewalk.



MEMO

Budget Goal

1. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
4. Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

The total estimated cost of \$564.42 will initially be charged to the Sidewalk Reserve Account (05-58-11-73). The Engineering Division will then invoice the property owner for the total repair cost.

Recommendation

The Public Works Department recommends issuing the sidewalk repair order for 706 Western Avenue for the aforementioned estimated cost.

Motion: Motion to issue the sidewalk repair order for 706 Western Avenue for the aforementioned estimated cost.

Attachments:

- Sidewalk Repair Order for 706 Western Avenue



ENGINEERING DIVISION

Andrew Beyer, P.E.
920.262.4050

Maureen McBroom, ENV SP
920.206-4264

Nathan Williams
920-262-4052

Ritchie

Section 4, Item D.

920.262.4034

Christopher Newberry
920-390-3164

Administrative Assistant
Wanda Fredrick 920.262.4060

August 27, 2025

Tyler M. Kloehn
6941 Chester Dr., Apt. C
Madison, WI 53719

TAX PARCEL NUMBER: 291-0815-0442-002

Re: Sidewalk at 706 WESTERN AVENUE, Watertown, WI

Dear PROPERTY OWNER:

Upon inspecting the sidewalk abutting your property at **706 WESTERN AVENUE** at your request, our department has marked a section of sidewalk **along Western Avenue** that has been found to be a hazard and is in need of replacement.

According to City Code 457-3(A), the maintenance of the sidewalk is the responsibility of the abutting property owner.

By order of the Watertown Public Works Commission and affirmed by the Watertown Common Council, you are hereby notified to replace all marked sections of sidewalk according to City specifications.

You, as property owner, may:

- 1) Replace the sidewalk yourself, according to City specifications.
- 2) Hire your own sidewalk contractor to replace the sidewalk.
- 3) Have the City contractor complete the work for you at the prices listed on the enclosed estimate.

A permit is required for this sidewalk replacement. It can be taken out at the Engineering Department in the Municipal Building. There is no charge for this permit.

Being that current weather conditions are not favorable for concrete sidewalk replacement, you have until **September 26, 2025**, to repair this sidewalk. If, after this date the sidewalk is not replaced, a contractor hired by the City will repair the sidewalk and you will be invoiced for the cost. Any costs less than \$300.00 shall be paid in full sixty (60) days from billing date. Costs between \$300.00 and \$1,000.00 are due in full one (1) year after billing date. Costs greater than \$1,000.00 are due in two (2) equal annual payments; the first of which is due one (1) year from billing date and the second is due two (2) years from billing date. Unless previously paid, the costs will be collected as a special tax against the property.

Your sidewalk repair may need a Tree Protection Permit during Construction if adjacent to a city tree. Those permits are also issued at the Engineering Department in the Municipal Building. There is no charge for this permit.

Please advise us before **September 19, 2025**, of which method you plan to repair this sidewalk.

Thank you for your cooperation in this matter.

Sincerely,

Ritchie Piltz

Ritchie Piltz
Engineering Project Manager

Enclosure

Via Certified Mail

CITY CONTRACT PRICES

(Estimated Costs Only)

Estimate for: 706 WESTERN AVENUE

Remove existing concrete sidewalk (4"):		Sq. ft. @	\$3.50/ Sq. ft. =	
Remove existing concrete sidewalk (6"):		Sq. ft. @	\$3.45/ Sq. ft. =	
Remove & Replace Concrete Sidewalk (4"):	31.62	Sq. ft. @	\$17.85/ Sq. ft. =	\$564.42
Remove & Replace Concrete Sidewalk (6"):		Sq. ft. @	\$20.00/ Sq. ft. =	
REPLACEMENT ESTIMATED TOTAL AMOUNT				\$564.42

NOTE: THIS IS ONLY A NOTICE. THIS IS NOT A BILL.

IMPORTANT: THIS NOTICE SHALL ACCOMPANY TRANSFER OF PROPERTY



MEMO

Department of Public Works

To: Chairman Arnett and Commission Members

From: Andrew Beyer, P.E., Director of Public Works/City Engineer

Date: August 20, 2025

Subject: Public Works Commission Meeting of August 26, 2025

Background

Review and take possible action: East haven Estates Stormwater Pond Ownership and Maintenance Request

The purpose of this packet is to request direction from the Public Works Commission on whether the City of Watertown should assume ownership and long-term maintenance responsibility for the East Haven Estates stormwater pond or reaffirm that responsibility remains with the private property owners. If City ownership is pursued, the Commission will also need to provide guidance on how associated costs should be funded – either through stormwater utility rates, special assessments to benefiting properties, or a combination of both.

The East Haven Estates subdivision includes a stormwater management pond constructed in the early 2000s to manage runoff from approximately 27 single-family lots. The pond was built as a required long term stormwater management facility to provide both water quality and quantity control.

The East Haven Estates pond is not part of a homeowners' association (HOA) and is not located within a dedicated outlot. Instead, the pond area is situated across a handful of private residential properties. Staff is not aware of a recorded maintenance agreement for the pond.

One of the property owners has submitted a request to transfer ownership and maintenance responsibility of the East Haven Estates stormwater pond to the City of Watertown. The property owner states that it is not equitable for only a handful of property owners, on whose parcels the stormwater pond is located, to bear the long-term responsibility for maintaining a facility that benefits the entire subdivision. A copy of this request is attached to this packet.

MEMO

Current Conditions and Legal Guidance

- The stormwater pond is operational but requires more extensive maintenance at this point to remain effective.
- Routine maintenance needs include vegetation management, sediment removal, outlet structure upkeep, and erosion repair.
- Long-term maintenance tasks such as dredging may be necessary every 15–25 years.
- City Attorney’s Office Guidance:
 - As the pond currently sits, maintenance responsibility lies with the handful of property owners on which the pond is located.
 - A stormwater facility must be owned by the City in order to move forward with the special assessment process for repairs made or facilitated by the City.
 - The City Attorney’s office suggested that building permits for any undeveloped lots that share in the pond’s maintenance responsibility may be withheld until pond maintenance issues are addressed.
- Unaddressed pond maintenance increases the risk of localized flooding and can compromise downstream stormwater infrastructure.
- Staff notes that there are a handful of similar stormwater ponds throughout the City that exist under comparable ownership and maintenance arrangements – stormwater facilities situated on several private residential parcels within larger subdivision developments rather than in dedicated outlots or under an HOA with no known recorded maintenance agreements.

Requests for Commission Consideration

If the Commission wishes to pursue City ownership of the pond, several procedural steps would be required:

- Creation of an outlot containing the stormwater pond through a certified survey map.
- Transfer of ownership of the newly created outlot to the City of Watertown.
- Approvals at the Public Works Commission, Plan Commission, Finance Committee and Common Council levels.
- Associated costs including preparation of the certified survey map, legal advertisements, and recording fees.

If City ownership is established, ongoing costs would include routine maintenance (vegetation control, outlet structure inspection, minor erosion repair) and long-term major maintenance (dredging, sediment removal, and structural rehabilitation).

There are currently 35 City-owned and 70 privately owned stormwater best management practices (BMPs) in the City. Routine maintenance is needed every few years, with more extensive maintenance and repairs occurring every 10-25 years. The Wisconsin Department of Natural

MEMO

Resources (WDNR) Municipal Separate Storm Sewer System (MS4) Permit requirements and inspections assist in determining when maintenance is needed to ensure the BMPs function as designed during rain events.

Budget Goal

Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

If the City assumes ownership of the East Haven Estates stormwater pond, several categories of cost may be incurred:

- Initial Costs
 - Certified Survey Map (CSM) preparation to create an outlot.
 - Legal advertisements, recording fees, and transfer documents.
 - Staff and legal review time.
- Ongoing Routine Maintenance
 - Vegetation management (mowing, invasive species control).
 - Outlet structure inspection and repair.
 - Minor erosion and bank stabilization work.
 - Estimated annual routine maintenance cost: \$1,000–\$4,000 depending on pond conditions.
- Long-Term Maintenance
 - Sediment removal and dredging (typically required every 15–25 years).
 - Major structural repairs or outlet replacement.
 - Estimated dredging cost for a pond of this size: \$50,000–\$100,000 (dependent on sediment volume and disposal requirements).
- Funding Options
 - Stormwater Utility Rate Adjustment – spreading the cost across all utility customers City-wide.
 - Special Assessment – charging benefiting properties within the East Haven Estates subdivision.
 - Hybrid Approach – funding routine costs through utility rates while major capital expenses are specially assessed.

If the pond remains in private ownership, the above costs would continue to be the responsibility of the affected property owners. In this scenario, the City's financial impact would be limited to administrative oversight, legal review, and enforcement actions related to compliance.

MEMO

Recommendation

Staff seeks direction from the Commission regarding whether the City should assume ownership of this pond or continue to hold the affected property owners responsible, consistent with the City Attorney's legal guidance.

- If the Commission supports City ownership, staff recommends initiating the process of creating an outlot and transferring ownership, with associated costs accounted for either by:
 - Adjusting stormwater utility rates to distribute the maintenance burden City-wide; or
 - Funding major repairs through special assessment to the benefiting properties in the subdivision.
- If the Commission does not support City ownership, staff recommends reaffirming that responsibility remains with the private property owners, that a maintenance agreement be drafted, signed, and recorded by all affected property owners, and that no building permits be issued for undeveloped lots until adequate pond maintenance is addressed, per the City Attorney's office.

Requested Commission Action

The Public Works Commission is asked to review the background, legal considerations, and ownership/maintenance requests outlined above and provide direction regarding the long-term ownership and maintenance of the East Haven Estates stormwater pond.

Andrew Beyer

From: Wilbur Miller <wilbur_53098@yahoo.com>
Sent: Monday, August 4, 2025 12:43 PM
To: Andrew Beyer
Subject: Fwd: LOT

Subject: FW: LOT

Hi Andrew,

Thank you for emailing me this information regarding the East Haven Stormwater Pond. I purchased lot 409,411, Pacific Cort also lot 408, 410, 409, & 411 on Canadian Cort in 2015. When I purchased the lots, the seller did not disclose this information that it was the lot owner's responsibility to maintain the stormwater pond.

This stormwater pond is needed for the whole East Haven Subdivision it is unfair for the 3 lot owners must pay for the Maintenance when the pond is needed for the whole East haven Subdivision.

I would like to recommend that the city takes over the ownership & maintenance for the Pond. I would donate the pond to the city.

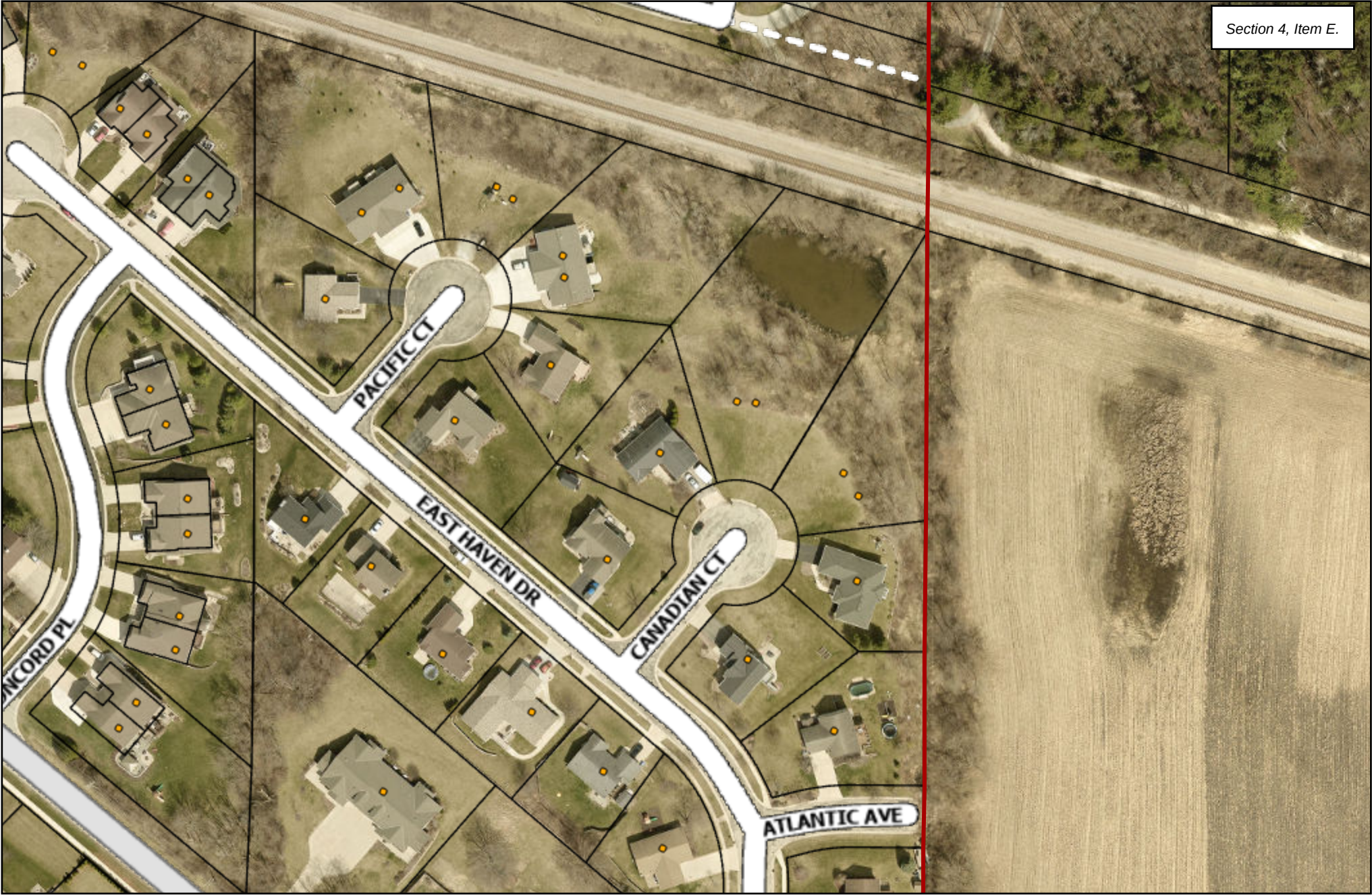
The lot at 408 & 410 Canadian CT, was sold to the new owners on 3-2025 I am not sure what they want to do.

Yes, I would like to on the addenda for a upcoming PWC meeting.

Please let me know if you have any questions.

Thank you,

Wilbur Miller
920-285-3730



- | | | | |
|--|--------------------|---|--------------|
|  | City Boundary |  | Common Areas |
|  | Parcels Boundaries |  | Addresses |

MEMO

Engineering Division of the Public Works Department

To: Chairman Arnett and Commission Members

From: Andrew Beyer, P.E., Director of Public Works/City Engineer

Date: August 21, 2025

Subject: Public Works Commission Meeting of August 26, 2025

Background

Review and take possible action: Change order no. 1 to Bituminous Surfacing Contract #6-25 with Wolf Paving

Funding is available for street resurfacing in the Annual Street Reserve Account due to favorable 2025 bids. Good resurfacing candidates have water main in good condition, good drainage, curb and gutter in good condition, pavement condition just beyond point of seal coat, and good base material.

Below is the list of resurfacing streets developed by the Engineering Division to add to this year's contract for consideration. Oakwood Lane is being added due to additional water main work; this work was previously anticipated but now needs to be included in the bituminous surfacing contract. Engineering is seeking Commission approval to add the below streets to the 2025 Bituminous Surfacing Project Contract.

Street	Limits	L.F.	Cost Estimate
Summit Avenue	East Gate Drive west 640'	640'	\$46,000
South Street	Chadwick Drive to Benton Street	1,300'	\$90,000
Oakwood Lane	Milford Street west 310'	310'	\$19,000

Adding these streets to the 2025 Bituminous Surfacing Project Contract would increase the contract by up to \$155,000, bringing the revised contract price to \$681,049.78.

Attachments:

- Site Map

MEMO

Budget Goal

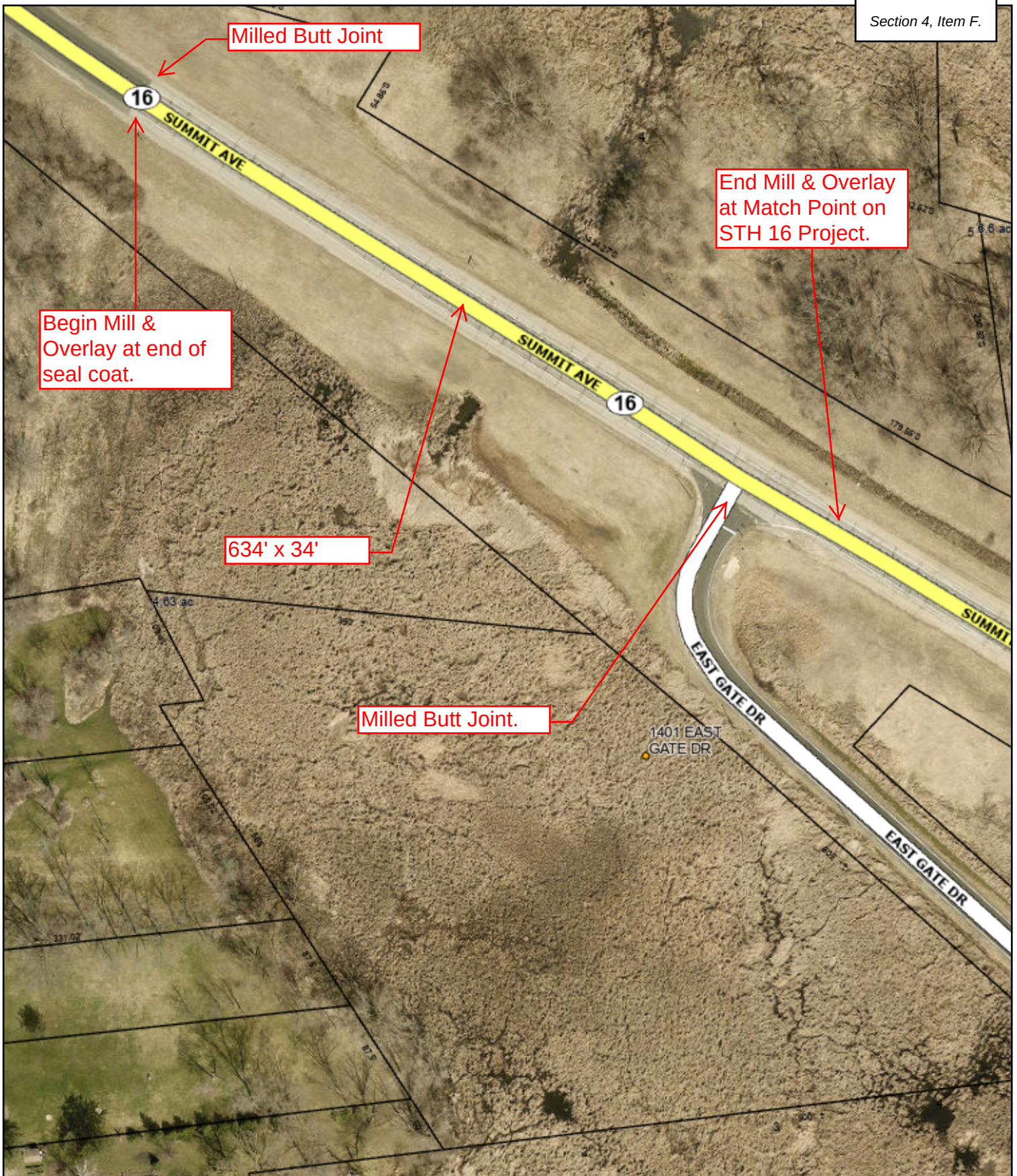
1. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
2. Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

Funding for this work is available in the Annual Street Reserve Account. The favorable 2025 bids allow the City to extend resurfacing to additional streets.

Recommendation

Engineering recommends approval of the attached change order to Contract #6-25 with Wolf Paving in the amount of \$155,000 for additional 2025 Street Resurfacing.



	City Boundary		Addresses	 THE CITY OF WATERTOWN <i>Opportunity runs through it.</i> City of Watertown Geographic Information System Scale: 1:1,232 Printed on: August 1, 2023 SCALE BAR = 1" Author: DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.
	Parcels Boundaries		Address Labels	
	Common Areas		Parcel Acreage	



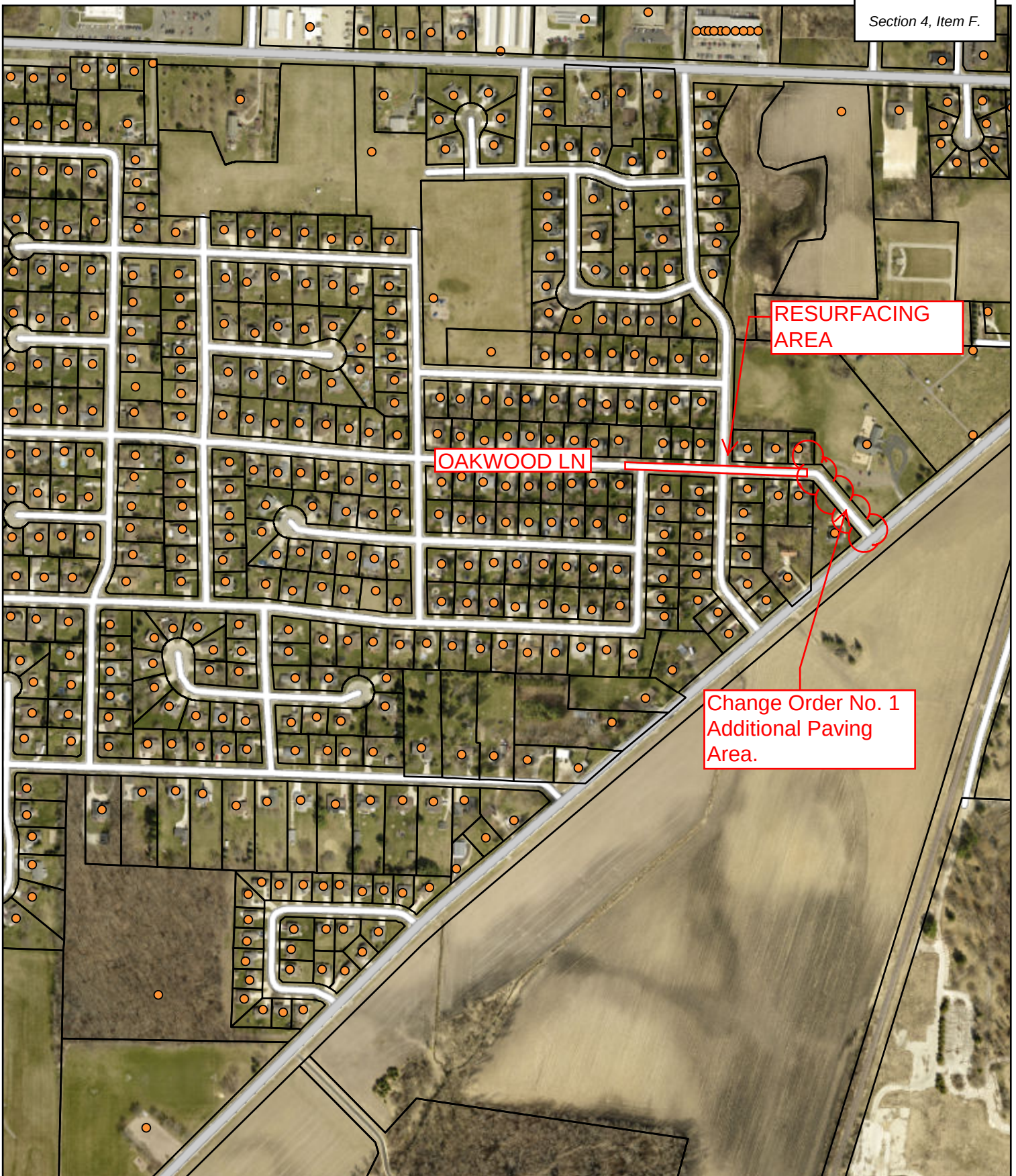
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South Street Full Depth Resurfacing

Section 4, Item F.

Area 4,588,113 square yards

- City Boundary
- Common Areas
- Parcels Boundaries
- Addresses



City Boundary



Parcels Lines



Address Points



City of Watertown Geographic Information System

Scale: 1:5,702

SCALE BAR = 1"

Printed on: October
Author:

89

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.

From: Dan Bartz <dbartz@watertownwi.gov>
Sent: Friday, June 27, 2025 2:36 PM
To: Andrew Beyer <ABeyer@watertownwi.gov>
Cc: lka3655@yahoo.com; Ken Berg <KBerg@watertownwi.gov>
Subject: 4th District Streets

hi Andrew,

I received a call from a resident regarding the condition of College Street recently, and remembered this list of 4th district streets that I sent to Jaynellen over 4 years ago. With the exception of some stretches on S. Ninth St, these roads have continued to deteriorate.

I know E. Main Street reconstruction is scheduled in a few years, but some of these adjoining streets have not been touched in decades. They need to be put into the plan.

Thanks for your attention.

Dan

Dan Bartz
 Alderman District 4
 City of Watertown
 (920) 261-8932

From: Dan Bartz <DBartz@CityofWatertown.org>
Sent: Thursday, January 21, 2021 4:23 PM
To: Jaynellen Holloway <jaynellenh@CityofWatertown.org>
Subject: Re: William Street

Jaynellen,

I took an inventory of 4th district streets over the past couple of weeks and wanted to pass on a short list of streets in the poorest condition that are not in the 2021 plan. I know last year we were able to do a few extra streets at the end of the season so wanted to identify these for your consideration:

1. Corner Street (between College Ave and East Main St.)
2. College Street ((east of College Ave) between East Main St. and Campus St.)
3. S. Ninth Street (bad sections between Station Street and Mary Street) - I have been called on this one
4. S. Fifth Street (between Clyman Street and Western Ave)
5. Station Street (between S. Eighth Street and S. Ninth Street)

I know you are planning a lot of reconstruction in the 4th district again this year and the those efforts are truly appreciated.

Thanks

Dan

August 20, 2025

To: PW Chair Tony Arnett, Director of Public Works Andrew Beyer, Commission Members

From: Dan Bartz, Alderman District 4

Subject: Public Works Commission Meeting of August 26, 2025

Review and take possible action: Add College Street to 5 year plan for Watertown Street Repair

Background

Gentlemen,

I was recently contacted by a resident of College Street regarding the condition of the street, curb, and gutters. College Street is about a block long and runs between East Main Street and Campus Street, adjacent to the Luther Prep Campus and just east of the intersection of Dewey Avenue. The street is not very long (1 long block) and serves about a dozen homes.

I have attached recent photos, provided by the resident, Linda Allermann. I've also attached part of an email I sent to Jaynellen Holloway in January of 2021, that requested repairs to the street.

With reconstruction of East Main Street planned in the near future, it would be appropriate that some of the adjoining streets are upgraded as well.

Thanks for your consideration

