



PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, MAY 27, 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 May 6, 2025

B. Public Works minutes from May 13, 2025

4. BUSINESS

A. Review and take action: Purchase Sewer-747-FR2000 Eco Trailer Jetter from Brown Equipment Company for \$103,055.64.

B. Review and take action: Hire Southport Engineered Systems to install a new HVAC system for the Wastewater Department Administration building for a total cost of \$112,585.

C. Review and take possible action: Award Emmet Utility Extension Design Contract to SEH, Inc. for \$64,800.00

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, May 6, 2025

6:30 p.m.

The Public Works Commission met on the above date and time. The following members were present: Alderpersons Brad Blanke, Dan Bartz, Myron Moldenhauer, and Tony Arnett. Citizen member Pete Thompson was absent.

1. **Call to order.** Chairperson Arnett called the meeting to order at 6:30 p.m.
2. **Comments and Suggestions from Citizens Present.** There were no comments received.
3. **Elect Chairperson of Public Works Commission pursuant to Wis. Stat. Sec. 62.14(2)** Mr. Blanke moved and Mr. Moldenhauer seconded to elect Tony Arnett as chairperson. Motion carried by unanimous voice vote.
4. **Adjournment.** Mr. Moldenhauer moved to adjourn at 6:35 p.m., seconded by Mr. Blanke. Motion carried by unanimous voice vote.

Respectfully submitted,

Tony Arnett, Chairperson

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

PUBLIC WORKS COMMISSION

Tuesday, May 13, 2025

5:30 p.m.

The Public Works Commission met on the above date and time. The following members were present: Alderpersons Dan Bartz, Myron Moldenhauer, and Tony Arnett; Citizen member Pete Thompson. Alderperson Brad Blanke was absent. Also present: City Staff Andrew Beyer, Pete Hartz.

1. **Call to order.** Chairperson Arnett called the meeting to order at 5:30 p.m.
2. **Comments and Suggestions from Citizens Present.** Mary Anne Wieland of 1612 Lakeside Terrace spoke the care of Lake Victoria and proposed a public/private partnership to address maintenance issues surrounding it.
3. **Review & approve minutes dated April 8, 2025.** Mr. Moldenhauer moved to approve the minutes as presented, seconded by Mr. Thompson. Two minor corrections were made, including a comment mistakenly attributed to Mr. Blanke that was made by Mr. Bartz. Motion carried by unanimous voice vote.
4. **Review and take possible action: Set public hearing date as May 21, 2025 for the Public Service Commission (PSC) Rate Case findings and recommendations.** This will be a virtual meeting held by the PSC. Mr. Bartz moved to set the date as recommended, and Mr. Moldenhauer seconded. Motion carried by unanimous voice vote.
5. **Review and take possible action: Award Ultra-Violet Disinfection System base bid to Trojan Technologies for a total of \$745,720.** Mr. Thompson moved to recommend to Council to award the base bid as recommended, and Mr. Moldenhauer seconded. Motion carried by unanimous voice vote.
6. **Review and approve: 2024 Compliance Maintenance Annual Report (CMAR) – Wastewater Utility permit to discharge summary.** Mr. Bartz moved to forward the draft resolution to Council as submitted, and Mr. Thompson seconded. Motion carried by unanimous voice vote.
7. **Update, no action required: Lake Victoria Vegetation Management.** The commission reviewed prior discussion and actions taken on this topic (including prior Public Works Commission action from 2000) and legal opinion indicating according to the State Constitution, Lake Victoria is public waterway owned by the State of Wisconsin (not by the city nor by the adjacent residents.) While some commission members showed interest in supporting maintenance activities around the lake, the commission was cautious about possibly setting a precedent without a clear policy. It was noted that staff is working on developing a policy and is targeting to have it ready for review in time for the 2026 budgeting process.
8. **Review and take action: S. Fifth Street 1000 Block right-of-way improvements.** It was noted that prior practice in subdivisions has been: a) right of way improvements are required before access is granted; b) Improvements are the responsibility of the subdivider or developer in both the administration of the project and funding of the project. Commission members did not see a reason to make an exception in this case. It was also noted there are multiple property owners adjacent to the proposed improvements and all should be involved. It was also noted the area is within a TID, which may provide an alternative source of funding. However, that is a separate process run through the Finance Committee. Mr. Moldenhauer moved to affirm the prior practice and deny the request for city to bear responsibility for the right-of-way improvements in this case. Mr. Thompson seconded. Motion carried by unanimous voice vote.

9. **Review and take possible action: Sidewalk repair order for 207 Clark Street.** Mr. Bartz moved to approve the order, and Mr. Moldenhauer seconded. Motion carried by unanimous voice vote.
10. **Adjournment.** Mr. Thompson moved to adjourn at 6:14 p.m., seconded by Mr. Moldenhauer. Motion carried by unanimous voice vote.

Respectfully submitted,

Tony Arnett, Chairperson

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.



Brown Equipment Company
2501 S Kentucky Ave
Evansville IN 47714
Ph:800-747-2312
www.brownequipment.net

Section 4, Item A.

Vehicle Quote

#Q13009
5/5/2025

Bill To City of Watertown WI-Water Systems PO Box 477 Watertown WI 53094-0477 United States	Ship To City of Watertown WI-Water Systems 800 Hoffmann Dr Watertown WI 53094 United States	TOTAL \$103,055.64 Sales Rep: Tommy Miklasz
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Expires 6/5/2025	PO #	Quote Information	Shipping Method
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Item	Description	Qty	Price	Extended Price
SEWER-747-FR2000 ECO TRAILER JETTER	Please find Description on the following page(s).	1	\$103,055.64	\$103,055.64

Payment Information

A 3% fee will be applied to credit card transactions process through our system. Please note that this fee will only be applied to credit card transactions, and all other payment methods will remain without any additional fees, including the option to pay via ACH. For inquiries about this update or assistance with setting up ACH payments, please contact accounting@brownequipment.net.

Subtotal	\$103,055.64
Tax (0%)	\$0.00
Total	\$103,055.64

Item	Description
SEWER-747-FR2000 ECO TRAILER JETTER	SEWER EQUIPMENT OF AMERICA MODEL: 747-FR2000 CLASSIC JETTER TRAILER SOURCEWELL DISCOUNT APPLIED TO PRICE QUOTED SEE ATTACHED BUILD SHEET FOR SPECS

Freight is included in price quoted



Photo for reference only. Quoted unit may differ.
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Brown Equipment Company
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Vehicle Quote

Section 4, Item A.
#Q13009
5/5/2025

FINAL INVOICE AMOUNT MAY BE SUBJECT TO ADDITIONAL MATERIAL AND MANUFACTURING SURCHARGES INCLUDING ANY TARIFFS THAT MAY ARISE. THIS ESTIMATE DOES NOT INCLUDE APPLICABLE TAXES. CUSTOMER IS RESPONSIBLE FOR ALL APPLICABLE FEDERAL, STATE AND LOCAL TAXES. WE HEREBY ORDER THE DESCRIBED MATERIAL SUBJECT TO ALL TERMS AND CONDITIONS OF THIS ESTIMATE.

PLEASE NOTE THAT A RESTOCKING FEE AND SHIPPING COSTS MAY BE ADDED TO ELIGIBLE PART RETURNS.



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Section 4, Item A.
Vehicle Quote
#Q13009
5/5/2025

TERMS AND CONDITIONS

1. **ACCEPTANCE.** This quotation is an offer to sell products (equipment and/or parts) and/or service to potential customer(s). BUYER'S RIGHT TO ACCEPT THIS OFFER IS LIMITED TO BUYER'S ASSENT TO THE TERMS AND CONDITIONS PRINTED HEREON AND THE ATTACHED OR ACCOMPANYING QUOTE, AND NO TERMS ADDITIONAL TO OR DIFFERENT FROM THOSE IN THIS OFFER ARE BINDING ON SELLER. THERE ARE NO UNDERSTANDINGS, TERMS, CONDITIONS OF WARRANTIES NOT FULLY EXPRESSED HEREIN.

2. **LIMITED WARRANTIES.** Seller warrants that it can convey good title to the goods sold under this contract and that they are free of liens and encumbrances. Warranties are per manufacturer's written warranty or unless specified. There are no warranties, express or implied with respect to products sold hereunder which are misused, abused, or used in conjunction with mechanical equipment improperly designed, used or maintained or which are used, supplied for use or made available for use in any nuclear application of which Seller has not been notified in writing by Buyer at the time of order for the products sold hereunder. SELLER MAKES NO OTHER WARRANTY WHATSOEVER, EXPRESS OR IMPLIED. ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND ALL IMPLIED WARRANTIES OF FITNESS FOR ANY PARTICULAR PURPOSE ARE DISCLAIMED BY SELLER AND EXCLUDED FROM THIS CONTRACT.

3. **LIMITATION OF BUYER'S REMEDIES AND SELLER'S LIABILITY.** Seller's liability hereunder shall be limited to the obligation to repair or replace only those products proven to have been defective in material or workmanship at the time of delivery, or allow credit, at its option. Seller's total cumulative liability in any way arising from or pertaining to any product sold or required to be sold under this contract shall NOT in any case exceed the purchase price paid by Buyer for such products. IN NO EVENT SHALL SELLER HAVE ANY LIABILITY FOR COMMERCIAL LOSS, LOST PROFITS, CLAIMS FOR LABOR, OR CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY TYPE, WHETHER BUYER'S CLAIM BE BASED IN CONTRACT, TORT, WARRANTY, STRICT LIABILITY, NEGLIGENCE, OR OTHERWISE. IT IS EXPRESSLY AGREED THAT BUYER'S REMEDIES EXPRESSED IN THIS PARAGRAPH ARE BUYER'S SOLE AND EXCLUSIVE REMEDIES.

4. **LIMITATION OF BUYER'S REMEDIES AND SELLER'S LIABILITY FOR FAILURE OR DELAY IN DELIVERY.** NO DELIVERY DATES ARE GUARANTEED. BUYER'S SOLE AND EXCLUSIVE REMEDIES AND SELLER'S ONLY LIABILITY FOR ANY DELAY IN DELIVERY SHALL BE LIMITED AS SET FORTH IN PARAGRAPH 3 OF THIS CONTRACT.

5. **FORCE MAJEURE.** In any event and in addition to all other limitations stated herein, Seller shall not be liable for any act, omission, result or consequence, including but not limited to any delay in delivery or performance, which is (i) due to any act of God, the performance of any government order, any order bearing priority rating or order placed under any allocation program (mandatory or voluntary) established pursuant to law, local labor shortage, fire, flood or other casualty, governmental regulation or requirement, shortage or failure of raw material, supply, fuel, power or transportation, breakdown of equipment, or any cause beyond Seller's reasonable control whether of similar or dissimilar nature to those above enumerated, or (ii) due to any strike, labor dispute, or difference with workers, regardless of whether or not Seller's is capable of settling any such labor problem.

6. **BUYER'S OBLIGATION TO PASS ON LIMITATION OR WARRANTIES AND REMEDIES.** In order to protect Seller against claims by Buyer's buyer, if Buyer resells any of the goods purchased under this agreement, Buyer shall include the language contained in paragraphs 2 and 3 of this agreement, dealing with Seller's limitations of warranties and remedies, in an enforceable agreement with Buyer's buyer, or otherwise include language in an enforceable agreement with its buyer that makes Seller's limitation of warranties and remedies binding on its buyer. Buyer shall also include a provision in its agreement with its buyer applying Indiana law to any claims its buyer might assert against Seller with respect to goods repaired, manufactured or sold by Seller, and requiring its buyer to bring any such action against Seller either in federal district court in Evansville, IN or the common pleas court for Vanderburgh County, Indiana. Buyer shall defend, indemnify and hold Seller harmless from any and all claims, causes of action, damages, losses or expenses (including reasonable attorneys' fees) that Seller incurs by reason of Buyer's failure to comply with this paragraph.

7. **PASSAGE OF TITLE.** Except with respect to title for vehicles that have a certificate of title or for equipment vehicles for which the full purchase price has not been paid, title to the products sold hereunder shall pass upon delivery to the carrier at the point of shipment. Neither Buyer nor the consignee shall have the right to divert or re-consign such shipment to any destination other than specified in the bill of lading without permission of the Seller. Unless otherwise agreed, Seller reserves the right to select the mode of transportation. With respect to title for vehicles that have a certificate of title or vehicles for which the full purchase price has not been paid to the Seller, title will only transfer on the delivery of the certificate of title and payments due from the Buyer to the Seller has been paid in full. After the Buyer takes possession of a piece of equipment from the Seller, the risk of loss passes to the Buyer regardless of whether the legal title is transferred to the Buyer. Buyer will indemnify and hold harmless the seller with respect to any losses, damages, or claims related to the vehicle(s) after the Buyer receives possession of the vehicle(s), including any attorney's fees or costs associated with the indemnity or the enforcement of the Seller's rights herein.

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Vehicle Quote

Section 4, Item A.
#Q13009
5/5/2025

8. **PAYMENTS AND LATE CHARGES ON PAST DUE ACCOUNTS.** Buyer represents that Buyer is solvent and can and will pay for the products sold to Buyer in accordance with the terms hereof. If Buyer shall fail to comply with any provision or to make payments in accordance with the terms of this contract or any other contract between Buyer and Seller, Seller may at its option defer shipments or, without waiving any other rights it may have, terminate this contract. All deliveries shall be subject to the approval of Seller's Credit Department. Seller reserves the right, before making any delivery, to require payment in cash or security for payment, and if Buyer fails to comply with such requirement, Seller may terminate this contract. A late charge of 1-½% monthly (18% annual rate) or the maximum allowed by state law, if less, will be imposed on all past due accounts.

9. **TRANSPORTATION CHARGES.** Delivered prices or prices involving competitive transportation adjustments shall be subject to appropriate adjustment to reflect changes in transportation charges.

10. **CLAIMS BY BUYER.** Buyer shall thoroughly inspect products sold under this contract immediately upon receipt to verify for itself that they conform to the specifications of the contract. Buyer must notify Seller of claims for failure or delay in delivery within 30 days after the scheduled delivery date. Buyer must notify Seller of any claims for nonconforming or defective goods within 30 days after the nonconformity or defect was or should have been discovered. In addition, Seller must be given an opportunity to investigate the claim before Buyer disposes of the material, or else Buyer's claim will be barred. Seller shall incur no liability for damage, shortages, or other cause alleged to have occurred or existed at or prior to delivery to the carrier unless the Buyer shall have entered full details thereof on its receipt to the carrier.

11. **MECHANICAL PROPERTIES; CHEMICAL ANALYSES.** Data referring to mechanical properties or chemical analysis are the result of tests performed on specimens obtained from specific locations of the product(s) in accordance with prescribed sampling procedures; any warranty thereof is limited to the values obtained at such locations and by such procedures. There is no warranty with respect to values of the materials at other locations.

12. **PATENTS.** Seller shall indemnify Buyer against attorneys' fees and any damages or costs awarded against Buyer in the event any legal proceeding is brought against Buyer by a third person claiming the material delivered hereunder in itself constitutes an infringement of any U.S. patent, provided Buyer gives Seller prompt notice of any such suit being brought, gives Seller the opportunity to defend any such suit, and cooperates with Seller with respect to any such defense; unless the material is made in accordance with material designs, or specifications required by Buyer, in which case Buyer shall similarly indemnify Seller.

13. **PERMISSIBLE VARIATIONS.** The products sold hereunder shall be subject to Seller's standard manufacturing variations, tolerances and classifications.

14. **TECHNICAL ADVICE.** Buyer represents that it has made its own independent determination that the products it is purchasing under this contract meet the design requirements of Buyer's project and are suitable for Buyer's intended application. Buyer further represents that it has not relied in any respect on any written or oral statements or advice from Seller, other than the standard product specifications set forth in the most recent addition of Seller's published product brochures, in making that determination.

15. **TAXES.** Any applicable sales, excise and/or use taxes, if any, due under the laws of any state, any local government authority, or the federal government of the United States, in connection with the purchase and sale of any equipment, parts, and/or services shall be the responsibility of the Buyer.

16. **BUYER'S RIGHT OF TERMINATION.** Buyer may terminate this contract in whole or in part upon notice in writing to Seller. Seller shall thereupon cease work and transfer to Buyer title to all completed and partially completed products and to any raw materials or supplies acquired by Seller especially for the purpose of performing this contract, and Buyer shall pay Seller the sum of the following: (1) the contract price for all products which have been completed prior to termination; (2) the cost to Seller of the material or work in process as shown on the books of Seller in accordance with the accounting practice consistently maintained by Seller plus a reasonable profit thereon, but in no event more than the contract price; (3) the cost f.o.b. Seller's plant of materials and supplies acquired especially for the purpose of performing this contract; and (4) reasonable cancellation charges, if any, paid by Seller on account of any commitment(s) made hereunder.

17. **SELLER'S RIGHT OF TERMINATION.** In addition to the other rights of termination provided for in this contract, and if this contract is made pursuant to any governmental rule or regulation, plan, order or other directive, upon the termination thereof, Seller shall have the option of canceling this contract in whole or in part.

18. **WAIVER.** Failure or inability of either party to enforce any right hereunder shall not waive any right in respect to any other or future rights or occurrences.

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Section 4, Item A.

Vehicle Quote

#Q13009

5/5/2025

19. DELIVERY. Unless otherwise agreed to in writing by the Seller, the Buyer hereby agrees to take delivery of the materials on this order within the later of five (5) days after the wanted date shown on the face of the order or within five (5) days after notification, oral or written, that the materials are ready for shipment. In the event that the Buyer does not arrange to take delivery of the materials in accordance with this Contract, Seller, at Seller's option, may:

(a) invoice the Buyer for the materials less freight if applicable; store the material in Seller's yard for a period not to exceed sixty (60) days from the date of invoice; charge a storage fee not to exceed 5% per month or fraction thereof of the selling price of the stored materials; add any applicable price increases listed on the face of the order; charge for any repair work to protective coatings harmed by weathering while such material is being stored; and charge applicable freight when shipment to the Buyer is made. Materials remaining in storage after sixty (60) days from the invoice date shall become the property of the Seller for disposition at the Seller's discretion. In that event, Buyer shall not be liable for the invoice price of the materials, but shall be liable for the storage fee and any repair work to protective coatings; or

(b) cancel the order and invoice the Buyer for cancellation charges, which shall be 50% of the selling price of the materials if the materials are standard, in- stock material, or the full selling price if the materials are special or nonstandard in nature and were especially fabricated for the Buyer.

20. PERIOD OF LIMITATIONS. Buyer and Seller agree that any action by Buyer against Seller for a breach of this contract, including any action for breach of warranty, or otherwise in connection with the goods sold under this contract, must be commenced by Buyer against Seller within one year after the cause of action therefore accrues.

21. CONFLICTING PROVISIONS OFFERED BY BUYER. Any terms and conditions of any purchase order or other instrument issued by the Buyer, in connection with the subject matter of this document, which are in addition to or inconsistent with the terms and conditions expressed herein, will not be binding on Seller in any matter whatsoever unless accepted by Seller in writing.

22. SEVERABILITY. In case any provision of this contract shall be declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

23. APPLICABLE LAW. This contract shall be governed by, and construed and enforced in accordance with, the laws of the State of Indiana. Buyer and Seller specifically agree that any legal action brought relating to this contract will be brought and tried in the federal district court in Evansville, Indiana, or, in the absence of jurisdiction, the Vanderburgh County Court of Common Pleas in Evansville, IN.

Name(Printed)

Signature

Title

Date

THANK YOU FOR CHOOSING BROWN EQUIPMENT COMPANY



1590 Dutch Road | Dixon, IL 61021

p 815.835.5566 | f 815.284.5600

www.SewerEquipment.com

May 9, 2025

PO# FTW07933

Product Class:

Payment Terms:

REV:

Distributor:

WO#

10547

Salesman:

End User:

Address:

City, State, Zip:

Phone:

Contact:

Email:



747-FR2000 CLASSIC Trailer Mounted High Pressure Sewer Cleaner

Engine & Pump:

56 HP Kohler Diesel Tier IV Engine
Giant 40 GPM @ 2000 PSI
w/30 Min Run Dry Capability
Lighted Nema 4 Control Panel
Tachometer / Hour Meter
Auto Shutdown (High Eng Temp / Low Oil Pressure)
Low Oil Pressure)
Air Purge Valve
Recirculation System
Painted Steel Shroud Enclosure
w/Locking Access Doors
Engine Display
Electronic Throttle Control

Hose Reel & Hose:

Rotating Safety Reel
w/800' Capacity of 3/4" Hose

Tank & Fill:

700 Gal. Black Super-Poly Water Tank
2.5" Fill System

Trailer:

Tandem Axles 14,000 GVWR
Electric Brakes w/2-5/16" Ball Hitch
(1) Aluminum Toolbox - Fender Mounted
D.O.T. Approved LED Lighting

Accessories:

10' Leader Hose
BB Hose Guide
Tri-Star (Chisel Point) Nozzle
DD (High Flow) Nozzle
Finned Nozzle Extension
Nozzle Rack
25' Fill Hose
Washdown Gun w/25' Ext. Hose
Upstream Pulley Guide
Paper Operator / Owner Manual

BASE UNIT AS OUTLINED ABOVE

1

LIST PRICE OF SELECTED OPTIONS:

LESS PERCENTAGE DISCOUNT (enter % →)

NET PRICE OF UNIT:

Chassis:

ESTIMATED FREIGHT:

ESTIMATED TOTAL:

FOR ALL NON STANDARD OPTIONS PLEASE CONTACT FACTORY FOR PRICING

STANDARD OPTIONS:

LIST PRICE

QTY

TOTAL

ENGINE & PUMP OPTIONS:

HYDRAULIC TOOL CIRCUIT (RATED @ 9.5 GPM, SYSTEM ENGAGED VIA MANUAL DIVERTER VALVE AND SUPPLIED W/ PARKER 60 SERIES CONNECTORS)			
GIANT PUMP PULSATION SYSTEM			
ELECTRONIC WATER ON/OFF CONTROL (INCLUDED W/MASTER & WIRELESS PENDANT)			
HYDRAULIC PRESSURE GAUGE		1	
DRAIN VALVES FOR WATER PUMP *RECOMMENDED FOR COLD CLIMATES*		1	
UPGRADE TO ALUMINUM SHROUD			
UPGRADE TO ALUMINUM SHROUD (PAINTED)			
ELECTRONIC/HYDRAULIC CLUTCH ENGAGE (TOGGLE SWITCH IN LIEU OF MECHANICAL ENGAGE)			
HYDRAULIC COOLER (Recommended for Continuous Duty, Included w/ Hydraulic Tool Circuit)			

HOSE REEL & HOSE OPTIONS:

DEDUCT FOR "FIXED" HOSE REEL			
AUTOMATIC LEVELWIND WITH HYDRAULIC UP/DOWN ACTION		1	
UPGRADE TO 1000' CAPACITY HOSE REEL IN LIEU OF STANDARD CAPACITY			
REFERENCE DISTANCE METER		1	
DIGITAL 'SMART COUNTER' FOOTAGE METER ±3% ACCURACY			
3/4" X 2500PSI HOSE / PER FT. (1000' MAX CAPACITY)		500	
3/4" X 3000PSI HOSE / PER FT. (1000' MAX CAPACITY)			

TESTING FEE (FOR UNITS ORDERD W/OUT SEWER HOSE)			
25' X 3/4" LEADER HOSE (IN LIEU OF STANDARD 10')			
LATERAL LINE CLEANING KIT (150' X 1/2" HOSE W/NOZZLE MOUNTED ON A ROLLING CART WITH TONGUE STORAGE PAD, INCLUDES ADDITION OF 1200 PSI AUXILIARY CLEANING CIRCUIT ON JET UNIT)			
MINI MISSILE NOZZLE			
PATRIOT II ROOT CUTTER KIT (RING & ADJ. ROLLER SKIDS, 4" TO 15" SAWS)			
WASHDOWN SYSTEM W/50' RETRACTABLE HOSE REEL			
<u>DUAL REEL OPTIONS:</u>			
DUAL HOSE REEL (3/4" OR 1" X 600' CAPACITY REEL AND A SECOND REEL WITH 1/2" X 600' CAPACITY / INCLUDES (2) ADDITIONAL NOZZLES AND NOZZLE RACK *SEE ABOVE SECTION TO ORDER SEWER HOSE NEEDED*)			
AUTOMATIC LEVELWIND W/HYDRAULIC UP/DOWN ACTION ON BOTH REELS			
DIGITAL 'SMART COUNTER' FOR DUAL REEL UNITS			
REFERENCE DISTANCE METER FOR DUAL REEL UNITS			
5/8" X 4000 PSI HOSE /PER FT. (1000' MAX CAPACITY)			
1/2" X 4000 PSI HOSE /PER FT. (1000' MAX CAPACITY)			
<u>TANK & FILL OPTIONS:</u>			
UPGRADE TO 700 GALLON DURAPROLENE™ (BLACK) WATER TANK W/10 YEAR WARRANTY			
FILL HOSE STORAGE RACK		1	
WINTERIZATION SYSTEM (ANTI-FREEZE SYSTEM W/26 GALLON RESERVIOR)			
<u>TOOL STORAGE OPTIONS:</u>			
HOSE GUIDE/WASH-DOWN GUN/UPSTREAM PULLEY GUIDE STORAGE TRAY		1	
ADD ADDITIONAL TOP OPENING ALUMINUM TOOLBOX			
SIX (6) 28" D.O.T. SAFETY CONES AND HOLDER		1	
LONG HANDLED TOOL STORAGE TUBE			
ROOT CUTTER MAINTENANCE BOX			
<u>ELECTRICAL & LIGHTING:</u>			
ENGINE/WATER PUMP COMPARTMENT LIGHT		1	
LED FLOOD LIGHT (FACTORY STANDARD)			
LED AMBER STROBE LIGHT (FACTORY STANDARD)		1	
LED ARROW STICK (FACTORY STANDARD)			
LED ARROW BOARD (FACTORY STANDARD)			
HAND-HELD WIRELESS 12v/110v RECHARGEABLE LED SPOTLIGHT W/STORAGE BRACKET			
WIRELESS REMOTE PENDANT CONTROL (WITH HOSE REEL F-N-R CONTROL, THROTTLE UP/DOWN, WATER ON/OFF, AND KILL SWITCH) INCLUDES MANIFOLD HYDRAULICS		1	
PENDANT REMOTE PRESSURE DISPLAY (REQUIRES WIRELESS PENDANT)			
<u>PAINT:</u>			
SHROUD: STANDARD WHITE PAINT	INCLUDED		
TOOLBOX: STANDARD WHITE PAINT	INCLUDED		
HOSE REEL - UPRIGHT: SEWER BLUE	INCLUDED		
FENDERS: STANDARD BLACK	INCLUDED		
SPECIAL PAINT: SOLID COLORS			
SPECIAL PAINT: METALLIC, BASE COAT / CLEAR COAT	CONTACT FACTORY		
<u>TRAILER OPTIONS:</u>			
SPARE TIRE AND RIM			
SPARE TIRE MOUNTING BRACKET			
HYDRAULIC BRAKES			
POWER JACK			
CHIP GUARD COATING			
<u>MANUALS & TRAINING:</u>			
ADDITIONAL PAPER OPERATOR'S MANUAL			
USB OPERATOR'S MANUAL		1	
TRAINING - CUSTOMER LOCATION (1 DAY)			
TRAINING - CUSTOMER LOCATION (ADDITIONAL DAY)			
TRAINING (PER PERSON) - SEWER UNIVERSITY (DIXON, IL / 1 DAY) **INCLUDES HOTELS & MEALS**			
<u>SPECIAL ITEMS:</u>			

SIGNATURE		DATE	
Please return a signed copy to bigequipment@SewerEquipment.com			

MEMO

(Department)

To: Public Works Committee

From: Tim Hayden

Date: 5/7/2025

Subject: Purchase of Trailer-Mounted High-Pressure Sewer Cleaner

Background

The Wastewater Treatment Plant has been managing ongoing issues with plugged waste-activated sludge lines for several years. These lines are 6 inches in diameter and span over 900 feet in length, presenting significant challenges due to limited access points for cleaning. Numerous attempts to clean the lines have been unsuccessful, highlighting the need for a more effective solution.

A quote for cleaning these pipes using an outside service was obtained, with costs estimated at \$26,575 for the first 12 hours and \$9,775 for each additional 12-hour period—an average cost of \$1,514 per hour.

As part of our evaluation process, we collaborated with Brown Equipment Company, which provided a demonstration of a trailer-mounted high-pressure sewer cleaner equipped with specialized nozzles. The demonstration confirmed the equipment's ability to safely and effectively clean the lines, enabling routine maintenance to prevent future blockages.

Based on the success of the demonstration and the long-term operational and financial benefits, we moved forward with acquiring bids for Trailer-Mounted High Pressure Sewer Cleaners with specifications matching the unit used in the successful demonstration. This investment will not only address the immediate issue but also enhance our capacity for maintaining the infrastructure more cost-effectively and efficiently.

Budget Goal

The purchase of a Combination Sewer Cleaner Truck came in at \$124,692 under budget. We propose using these remaining funds to cover the cost of the Trailer Mounted High-Pressure Sewer Cleaner and the cleaning nozzles.

MEMO

The results of our request for quotes yielded three responses...

Company	Equipment Name	Cost	Lead Time
Brown Equipment Company	Sewer-747-FR200 ECO Trailer Jetter	\$103,055.64	In stock June 1, 2025
JWR	GapVax G7 Trailer Jetter	\$88,342	End of the year.
MacQueen	RamJet Trailer	\$104,440	3-4 months from order date.

Financial Impact

Due to the remaining funds budgeted for the purchase of a Combination Sewer Cleaner Truck, there is no additional impact on the 2025 budget. After the purchase of this piece of equipment the remaining funds allocated to the Combination Sewer Cleaner Truck will be \$21,636.36. These funds will be used to purchase accessories for both the Combination Sewer Cleaner Truck and the Trailer Jetter.

Recommendation

Due to the issue with plugged wastewater activated sludge lines requiring a quick response, the demonstration proving that the Sewer-747-FR200 performs well, and has the shortest lead time... We recommend the purchase of a Sewer-747-FR2000 Eco Trailer Jetter from Brown Equipment Company for a total of \$103,055.64.

To: Watertown Wastewater Treatment
800 Hoffman Rd
Watertown, WI 53094

May 2, 2025

Attn: Scott Blasing, 920-342-9726, sblasing@watertownwi.gov

Re: Watertown Wastewater Treatment Admin Building RTUs

Southport Engineered Systems is pleased to offer the following proposal for your consideration.

Admin Building RTUs:

- Demo existing grade mounted chiller and buffer tank. Includes trucking and disposal. Other existing equipment to be abandoned in place.
- Demo exterior pipe back into building. Seal wall openings watertight.
- Demo existing ductwork as needed for new duct connections.
- Provide and install new 17.5 ton rooftop unit (RTU) for offices and 7.5 ton RTU for lab. New rooftop units to be constant volume single zone.
- Provide and install new thermostat for each rooftop unit.
- New RTUs to be grade mounted. Requires new concrete pad (not included).
- Provide new duct from RTUs to existing duct mains in mechanical room. New duct to be routed through existing louver.
- Insulate exterior ductwork with board insulation and Ventureclad, and interior ductwork with duct wrap.
- Excludes electrical – see pricing below.
- Excludes power exhaust.
- **Total: \$ 94,840**
- Add to include electrical: \$15,345
- Add to include engineering and state plan review if required: \$2,400

Admin Building VVT option:

- In lieu of single zone RTU for the office portion of the building, provide and install 11 VVT controllers on existing VAV boxes. Hot water reheat coils to be abandoned in place.
- Provide and install (11) space sensors in location of each existing zone sensor.
- Reuse existing low voltage power at each VAV box.
- Provide and install bypass damper and controls in mechanical room.
- **Total add: \$26,208**

(Continued Page 2)

Page 2

Clarifications:

SOUTHPORT



Engineered Systems

Section 4, Item B.

- Pricing is valid for 30 days from proposal date.
- Pricing includes cost escalations on material and equipment in effect at the date of the proposal. If additional cost escalations are enacted after the proposal notification will be given prior to executing the proposal.
- Permits included on all quotes
- Short circuit study is not included, SCCR rating is 5K on units where applicable
- Terms: 50% at project start to release equipment, remainder due upon completion
- All above proposals include one-year warranty on labor and materials.
- Equipment is in stock for both options.
- Assumes normal working hours of Monday – Friday 7:00am through 5pm. NO Holidays, No Weekends
- Southport Engineered Systems require a purchase order number before any work shall commence and any change order will proceed only with a signed authorization form
- All invoices due 30 days from billing date.

If you have any questions, please call me at (262) 515-3422 or (262) 824-2640.

Sincerely,
Southport Engineered Systems, LLC
Cody Johnson

IF YOU WISH TO CONFIRM THIS PROPOSAL, PLEASE SIGN AND RETURN ONE COPY.

SIGN _____

DATE _____

MEMO

Department)

To: Public Works Committee

From: Tim Hayden

Date: 5/21/25

Subject: HVAC for Wastewater Admin. Building

Background

The HVAC system in the Administration Building at the Wastewater Treatment Plant is over 20 years old and has reached the end of its serviceable life. It is frequently in need of repair, which disrupts daily operations and incurs ongoing maintenance costs.

A critical concern is the lab environment, which requires a consistently controlled temperature to ensure the accuracy and reliability of test results. Unfortunately, the current HVAC system experiences significant temperature fluctuations, which have already compromised test integrity on several occasions. Such inconsistencies are unacceptable in a regulated testing environment.

Additionally, the existing system operates using Metasys, a proprietary software maintained exclusively by Johnson Controls. This restricts service and maintenance to Johnson Controls technicians, often resulting in delayed response times and elevated repair costs due to scheduling constraints and lack of service alternatives.

Given the necessity of maintaining a stable temperature in the lab 365 days a year, the City must have the flexibility to engage multiple qualified service providers who can respond immediately to any issues. Transitioning to a simplified, non-proprietary system will enhance operational reliability, reduce maintenance costs, and ensure uninterrupted compliance with laboratory testing standards.

Budget Goal

Our goal was to find the most cost-effective way to provide the Wastewater Lab with the level of consistency needed to perform laboratory tests accurately, while simplifying the entire system in a way that any qualified HVAC repair company could work on our system when needed in the future. The project scope provided by all three companies that submitted quotes meets this goal.

MEMO

Financial Impact

We obtained three quotes and evaluated each bid to determine which company provided us with the best approach to meet our needs while also providing the best value.

Company Name	Demo and Installation Cost	Electrical and State Plan Review Cost	Total Cost
Southport Engineered Systems	\$94,840	Electrical - \$15,345 State Plans - \$2400	\$112,585
Cornerstone	\$166,150	None Provided	\$166,150
The Waldinger Corporation	\$158,045.39	None Provided	\$158,045.39

The Wastewater Department has adequate funds in our equipment replacement account to accommodate this project.

Recommendation

We recommend that this project be awarded to Southport Engineered Systems for a total cost of \$112,585.

MEMO

Engineering Division of the Public Works Department

To: Chairman Arnett and Commissioners

From: Andrew M. Beyer, P.E.

Date: May 22, 2025

Subject: Public Works Commission Meeting of May 27, 2025

Background

Review and take possible action: Award Emmet Utility Extension Design Contract to SEH, Inc. for \$64,800.00

The City of Watertown and the Town of Emmet have entered a Cooperative Boundary Agreement which calls for four mandatory boundary adjustments. The last of these four adjustments, known as the 'Highway 16 Residential Area', was scheduled for attachment to the City on or before September 29, 2024. Below, depicted in green, is the 'Highway 16 Residential Area'. An information summary was prepared back in August of 2023 that gave an overview of what was needed to accomplish this. The summary is attached for your use. This topic came before the Public Works Commission in June of 2024, minutes are attached. The Public Works Commission instructed the Public Works Department to move forward with the City placing the necessary City/Public utilities (water & sanitary sewer) in the 'Highway 16 Residential Area' as soon as possible. The special assessment process would be used to recoup some if not all the City's expenses to construct the public utilities & associated restoration.





MEMO

Recently, the Engineering Division advertised a Request for Proposals for the design of the Emmet Utility Extension Project. Given the condition of the roadways and drainage systems within the annexed Highway 16 Residential Area, drainage and roadway improvements were included in the project scope of work.

The Engineering Division received four proposals for the Emmet Utility Extension Design Request for Proposals on May 16th. The seven-person Public Works Department review team evaluated the proposals using the City's modified Qualification Based Selection (QBS)* process and the two-top ranked firms were Short Elliott Hendrickson (SEH), Inc. from Delafield, WI and Kapur from Milwaukee, WI. Both ranked evenly at 84.3. However, SEH's cost proposal fee is \$64,800.00 and Kapur's cost proposal fee is \$85,601.00 – a difference of \$20,801.00. The Public Works Department review team believes that with identical composite scores, SEH can adequately complete the design project scope of work within the proposed time frame. SEH also submitted a proposal fee for the alternate scope of work that includes as-built documentation for N. Second, Prospect, Center Streets, and Boulder Road for a fee of \$12,600. The Public Works Department is only seeking approval of the base proposal fee. If the alternate scope of work is needed, the Department will come back to this body to seek approval for as-built documentation.

The Public Works Department proposes funding the design project through the following accounts, with design expenses reimbursed as part of the special assessment process:

- 03-99-99-99: Water Utility Capital Outlay
- 02-97-11-30: Wastewater Utility Sewer Rehab
- 16-58-16-60: Storm Water Utility Capital Outlay
- 05-58-11-69: Annual Streets Reserve

Attached is the RFP evaluation summary sheet.

Enclosed:

- Proposal Evaluation Summary Sheet
- City of Watertown/Town of Emmet Boundary Adjustment Information Summary
- Public Works Commission Meeting of June 11, 2024

* NOTE: The main difference between the City's modified QBS process and the traditional QBS process is the City reviews the cost proposal fees upfront. The traditional process does not factor cost in proposal rankings.

MEMO

Budget Goal

1. Proactively maintains and improves our parks and infrastructure in an effort to ensure quality, safety and compliance.

Financial Impact

A four-way funding split is proposed from the following accounts, to be reimbursed as part of the assessment process:

- 03-99-99-99: Water Utility Capital Outlay
- 02-97-11-30: Wastewater Utility Sewer Rehab
- 16-58-16-60: Storm Water Utility Capital Outlay
- 05-58-11-69: Annual Streets Reserve

Recommendation

The Public Works Team recommends the Public Works Commission award the Emmet Utility Extension Design Contract to SEH for a contract amount of \$64,800.00. They had a matching composite score with the other top ranked firm, Kapur, but their proposal was over \$20,000 lower.

A draft motion: Recommend approving the Emmet Utility Extension Design base contract to SEH, Inc. of Delafield, WI for \$64,800.

EMMET UTILITY EXTENSION DESIGN CONTRACT

20-May-25

Rankings:

Composite Score

Cost Estimate

Cost Alternate

Total Base +Alt. Estimate

Cost Score (Base Only)

Full Score

Max	GRAEF	Kapur	S E H	REL
75	60.9	65.4	59.3	60.9
N/A	\$ 108,695.00	\$ 85,601.00	\$ 64,800.00	\$ 79,085.00
	13,123.00	12,000.00	12,600.00	8,450.00
	121,818.00	97,601.00	77,400.00	87,535.00
25	14.9	18.9	25.0	20.5
100	75.8	84.3	84.3	81.3

Town of Emmet Annexation Schedule

Timeline	Annexation
???	Emily to meet with Emmet Town Chair.
???	Plan Commission <ul style="list-style-type: none"> Informational Update
???	Committee of the Whole
???	Public Works <ul style="list-style-type: none"> Special Assessment District/Service Area Options
July 22 nd , 2024	Plan Commission Meeting <ul style="list-style-type: none"> Initial Review and Scheduling of Common Council Public Hearing.
July 24 th , 2024	<ul style="list-style-type: none"> Submit the Notice of Public Hearing to the local paper indicating the date of the Public Hearing for the Annexation
Aug 1 st , 2024	<ul style="list-style-type: none"> Publication of Notice of Public Hearing for Annexation (<i>Class 1 at least 30 days prior to Public Hearing</i>)
Sept 3 rd , 2024	Common Council Meeting: <ul style="list-style-type: none"> Public Hearing on Annexation
Sept 9 th , 2024	Plan Commission Meeting: <ul style="list-style-type: none"> Recommendation of Annexation Ordinance to Council
Sept 17 th , 2024	Common Council Meeting: <ul style="list-style-type: none"> Common Council approval of Annexation Ordinance

WATERTOWN

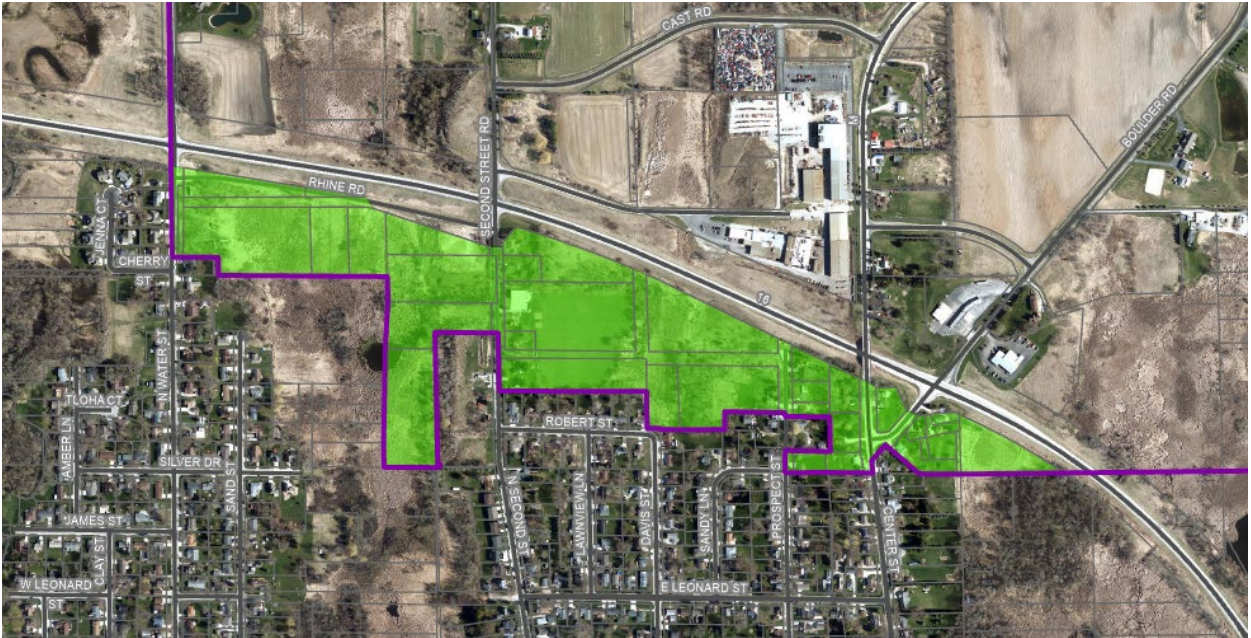
Regular Plan Commission Meeting: Second & Fourth Mondays

Regular Common Council Meetings: First and Third Tuesdays

Newspaper: Published daily; Legal notices due 3 days prior to publishing

City of Watertown / Town of Emmett Boundary Adjustment
Information Summary
7-10-2023

The City of Watertown and the Town of Emmet have entered into a Cooperative Boundary Agreement which calls for four mandatory boundary adjustments (see Exhibit A). The last of these four adjustments, known as the ‘Highway 16 Residential Area’, is scheduled for attachment to the City on or before September 29, 2024. Below, depicted in green, is the ‘Highway 16 Residential Area’. An informational summary regarding the area to be attached to the City follows.



1.

Property Values of land to be attached to the City. (Will need to be updated 2024.)
See Exhibit B.
2.

Property Descriptions
To be completed by Legal and/or surveyor.
3.

Population, Adults and children
To be completed by Legal
4.

Wards
City Ward boundaries would need to be adjusted (see Exhibit C). Parts of the territory being attached to the City would go to Wards 2 & 4. Center St/CTH M would be the divide with all territory east of Center St/CTH M going to Ward 2 (from Emmet Ward 2) and all territory west of Center St/CTH M going to Ward 4 (from Emmet Ward 2). The City Clerk would be involved with this.
5.

Aldermanic Districts
City Aldermanic District boundaries would need to be adjusted (see Exhibit C). Parts of the territory being attached to the City would go to Aldermanic Districts 1 & 6. Center St/CTH M

City of Watertown / Town of Emmett Boundary Adjustment Information Summary

7-10-2023

Section 4, Item C.

would be the divide with all territory east of Center St/CTH M going to Aldermanic District 1 and all territory west of Center St/CTH M going to Aldermanic District 6. The City Clerk would be involved with this.

6. Other Districts

Dodge County would need to adjust their County Supervisory District Boundaries (see Exhibit C). Center St/CTH M would be the divide with all territory east of Center St/CTH M going to Supervisory District 23 (from Supervisory District 19) and all territory west of Center St/CTH M going to Supervisory District 22 (from Supervisory District 19).

The Town of Emmett would need to adjust their Ward boundaries to the new municipal boundary (Emmet Ward 2 would shrink).

7. Surveying

A plat map meeting WI Department of Administration requirements must be prepared for the territory being attached to the City. This generally will require the assistance of a registered surveyor.

Plat Map Requirements: The scale map shall be an *accurate reflection* of the legal description of the parcels (territory) being transferred. As such, it must show:

- A tie line from the parcel to the monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the parcel lies. The corner and monument must be identified.
- Bearings and distances along all parcel boundaries as described.
- All adjoining parcels/land as referenced in the description.
- The map must include a graphic scale.
- The map must show and identify the existing municipal boundary, in relation to the parcel being transferred.
- It is also beneficial to include a North Arrow and identify adjacent streets and parcels on the map.

8. Zoning

Zoning of the entire attached territory will be Single Family Residential – 4 (SR-4), consistent with 2019 Comprehensive Plan.

9. Developable Area

Floodplains and wetlands exist between N Water St and N Second St. A small wetland area also exists north of Davis St. The remaining area has development potential.

City of Watertown / Town of Emmett Boundary Adjustment Information Summary

7-10-2023

Section 4, Item C.



10. Addresses

The following addresses shall be assigned:

- N590 North Water Street (PIN: 016-0915-2834-000) shall be 1237 North Water Street.
- N578 Second Street Road (PIN: 016-0915-2843-000) shall be 1627 North Second Street.
- N552 Second Street Road (PIN: 016-0915-2843-002) shall be 1617 North Second Street.
- N548 Second Street Road (PIN: 016-0915-2843-003) shall be 1611 North Second Street.
- N544 Second Street Road (PIN: 016-0915-2843-006) shall be 1605 North Second Street.
- 1528 Prospect Street (PIN: 016-0915-2844-006) shall be 1528 Prospect Street.
- 1533 Prospect Street (PIN: 016-0915-2844-009) shall be 1533 Prospect Street.
- 1529 Prospect Street (PIN: 016-0915-2844-010) shall be 1529 Prospect Street.
- 1527 Prospect Street (PIN: 016-0915-2844-011) shall be 1527 Prospect Street.
- 1519 Prospect Street (PIN: 016-0915-2844-014) shall be 1519 Prospect Street.
- 1524 Center Street (PIN: 016-0915-2844-008) shall be 1524 Center Street.
- 1522 Center Street (PIN: 016-0915-2844-013) shall be 1522 Center Street.
- 1518 Center Street (PIN: 016-0915-2844-015) shall be 1518 Center Street.
- 1530 Center Street (PIN: 016-0915-2844-003) shall be 1531 Center Street.
- 1545 Boulder Road (PIN: 016-0915-2844-019) shall be 1545 Boulder Road.
- 1549 Boulder Road (PIN: 016-0915-2844-020) shall be 1541 Boulder Road.
- 1537 Boulder Road (PIN: 016-0915-2844-018) shall be 1537 Boulder Road.
- 1527 Boulder Road (PIN: 016-0915-2844-017) shall be 1527 Boulder Road.

City of Watertown / Town of Emmett Boundary Adjustment Information Summary

7-10-2023

Section 4, Item C.

11. Right of Ways

The following Right-of-Ways shall be transferred to the City:

- North Water Street shall be North Water Street.
- Rhine St (Unimproved, Row Only) shall be Rhine St (Unimproved, Row Only)
- Second Street Road shall be North Second Street.
- Ranis St (Unimproved, Row Only) shall be Ranis St (Unimproved, Row Only).
- Germania St (Unimproved, Row Only) shall be Germania St (Unimproved, Row Only).
- Prospect St shall be Prospect St.
- Center St / CTH M shall be Center St / CTH M.
- Boulder Road shall be Boulder Road.

12. Water and Sewer Connection

The City of Watertown – Town of Emmet Cooperative Boundary Agreement requires that all properties in the territory being attached to the City be connected to City water and sewer within one year. The extensions of the water and sewer mains are the responsibility of the property owners.

Cost estimates:

- A. Water: based on the most recent bid results, a rough ballpark estimate is \$205/LF (2,130 LF x \$205 = \$436,650). Adding loops if determined necessary by WDNR could add 1,800 LF (1,800 LF x \$205 = \$369,000). Estimated water total \$436,650 to \$805,650.
- B. Sewer: based on the most recent bid results and assuming the road restorations are included in the above water project, a rough ballpark estimate is \$143/LF (2,130 LF x \$143 = \$304,590). Estimated sewer total \$304,590.

Possible options to fund Water and Sewer:

Special Service Area (SSA):

A Special Service Area (SSA), also known as “Business Improvement District (BID)” is a taxing mechanism that can be used to fund a wide range of special or additional services and/or physical improvements in a defined geographic area within a municipality or jurisdiction. This type of district allows local governments to establish such areas without incurring debt or levying a tax on the entire municipality.

Special Assessment District (SAD):

A special assessment is a charge that public authorities can assess against [real estate](#) parcels for certain public projects. This charge is levied in a specific geographic area known as a special assessment district (SAD). A special assessment may only be levied against parcels of real estate which have been identified as having received a direct and unique "benefit" from the public project. There may be state grant opportunities for compensating “low to moderate” income residents to help offset some of their costs.

City of Watertown / Town of Emmett Boundary Adjustment Information Summary

Section 4, Item C.

7-10-2023

Payback Agreements:

Payback Agreement is an agreement between the City and a developer for the sole purpose of providing a mechanism for reimbursing a developer for a portion of the Developer's original costs of installing a facility extension or transportation system improvement as part of a Final Acceptance Certificate (FAC). Generally, Payback Agreements only include those facilities or streets that extend beyond the limits of or up to the Developer's property, allowing direct connection to or use of the facilities or streets by the benefiting properties adjacent to the facilities or streets. The agreement requires owners of benefiting properties to pay for their pro-rata share of the costs of improvements when they are permitted a connection to the extended facility. The agreement allows the City to collect payments from benefiting properties and pass them on to the Developer. The City collects the money during the normal utility permitting process. The term can allow a maximum term of 20 years for a Utility Payback Agreement, and a maximum term of 15 years for a Transportation Payback Agreement; however, the City, at its discretion, may define a shorter term for the agreement.

EXHIBIT A

Town Growth Area

City Growth Area

Watertown Emmett Agreement Area

Boundary Adjustment Areas

- 1 - 5.2 acres
- 2 - 6.9 acres
- 3 - 4.0 acres
- 4 - 56.6 acres

Total - 72.7 acres

- City Growth Area
- ▭ Municipal Boundary
- ▭ Parcels
- ▭ Areas 1-4

Draft

EXHIBIT B

Assessed Values of Attached Real Estate

Property Owner Name	Property Address	Pin	Total Assessed Value
William T Liebhart & James L Liebhart	*Information Not Available*	016-0915-2831-007	1,000.00
William T Liebhart & James L Liebhart	N590 Water St	016-0915-2834-000	39,500.00
Marion Rumier	*Information Not Available*	016-0915-2834-001	4,500.00
William T Liebhart & James L Liebhart	*Information Not Available*	016-0915-2834-002	4,500.00
Benjamin Judd	*Information Not Available*	016-0915-2834-004	1,500.00
Hady Electric Inc	Second Street Rd	016-0915-2843-008	62,000.00
William Liebhart	*Information Not Available*	016-0915-2843-004	25,000.00
William T Liebhart & James L Liebhart	*Information Not Available*	016-0915-2834-003	4,500.00
William T Liebhart & James L Liebhart	N578 Second Street Rd	016-0915-2843-000	202,100.00
William T Liebhart & James L Liebhart	N578 Second Street Rd	016-0915-2843-001	24,000.00
Damian Denault & Mary Denault	N552 Second Street Rd	016-0915-2843-002	191,200.00
Alexa C Eiting & Kaleb J Eiting	N548 Second Street Rd	016-0915-2843-003	127,100.00
Michael Edwin Stadler Jr & Holly Marie Stadler	N544 Second Street Rd	016-0915-2843-006	152,800.00
Todd J Maier	*Information Not Available*	016-0915-2843-007	6,500.00
Todd J Maier	1528 Prospect St	016-0915-2844-006	181,200.00
Gerald R Ebert & Mary R Ebert	1533 Prospect St	016-0915-2844-009	173,100.00
Brian Kelchner & Kattie Kelchner	1529 Prospect St	016-0915-2844-010	47,500.00
Brian Kelchner & Kattie Kelchner	1527 Prospect St	016-0915-2844-011	132,800.00
Edwin & Mary J Nilsen Irrevocable Trust	1519 Prospect St	016-0915-2844-014	80,000.00
Terrence J Mckee & Christine M Mckee	1524 Center St	016-0915-2844-008	146,400.00
LKDaniels Enterprises LLC	1522 Center St	016-0915-2844-013	119,700.00
William F Tessmann & Raymond H Tessmann	1518 Center St	016-0915-2844-015	119,800.00
Jared M Donner & Stephanie L Donner	1530 Center St	016-0915-2844-003	158,200.00
Debra J Ebert	1527 Boulder Rd	016-0915-2844-017	139,100.00
Warren J Halbrader & Sheila D Halbrader	1537 Boulder Rd	016-0915-2844-018	129,000.00
Warren J Halbrader & Sheila D Halbrader	*Information Not Available*	016-0915-2844-022	1,000.00
Darcie A Schafer	1545 Boulder Rd	016-0915-2844-019	113,900.00
Jessica J Wortman & Craig M Wortman	1549 Boulder Rd	016-0915-2844-020	107,400.00
Jessica J Wortman & Craig M Wortman	*Information Not Available*	016-0915-2844-021	15,000.00
Darcie A Schafer & Delfino Valenzuela Vergara	Boulder Rd	016-0915-2733-004	1,200.00
			TOTAL: 2,511,500.00

EXHIBIT C

Section 4, Item C.

Districts Changed to:
Watertown
Ward 4
Aldermanic District 6
County Supervisory
District 22

Districts Changed to:
Watertown
Ward 2
Aldermanic District 1
County Supervisory
District 23

AN ORDINANCE

FOR ATTACHMENT OF REAL ESTATE BY BOUNDARY ADJUSTMENT FROM THE TOWN OF EMMET TO THE CITY OF WATERTOWN, DODGE COUNTY, WISCONSIN

Sponsor: Emily McFarland, Mayor & Chair
Committee: Plan Commission

WHEREAS, the City of Watertown and Town of Emmet adopted a Cooperative Plan consistent with § 66.0307, Wisconsin Statutes, and which was approved by the Wisconsin Department of Administration, which identifies areas within the Town of Emmet as expansion areas to mandatorily attach to the City of Watertown; and,

WHEREAS, the proposed territory to be attached is located within Area “4” (Exhibit A), Highway 16 Residential Area, is identified in the Intergovernmental Cooperative Plan pursuant to Wisconsin Statute Section 66.0307 agreement between the City of Watertown and the Town of Emmet to undergo a mandatory boundary adjustment on or before September 29th, 2024 and is further outlined in Section 3.02 of the Agreement; and,

WHEREAS, a copy of the Intergovernmental Cooperative Plan pursuant to Wisconsin Statute Section 66.0307 agreement between the City of Watertown and the Town of Emmet has been reviewed by the Watertown Plan Commission and has been given to the Town Board of the Town of Emmet, in compliance with Section 66.0307 (2) and (4) of the Wisconsin Statutes; and,

WHEREAS, the City of Watertown under Sections 6.02 and 8.03 of the Intergovernmental Cooperative Plan pursuant to Wisconsin Statute Section 66.0307 agreement between the City of Watertown and the Town of Emmet, has given a minimum of ten (10) days advanced, written notice to the Town of Emmet Clerk; and,

WHEREAS, the Town of Emmet waives it’s right to oppose attachment under Section 8.05(e) of the Intergovernmental Cooperative Plan; and.

WHEREAS, the Watertown Plan Commission has indicated its support and positive recommendation for attachment; and,

WHEREAS, the total assessed value of the below described real estate properties is \$_____. (Exhibit “B”)

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. That the following described real estate be, and the same is, hereby detached from the Town of Emmet, Dodge County, Wisconsin, and, for the attachment of same to the City of Watertown, Dodge County, Wisconsin, *to wit*:

Insert Legal

PINs:

DRAFT

IT IS FURTHER ORDAINED AS FOLLOWS:

SECTION 2. That the above described real estate properties shall be made part of the Second (2nd) and Fourth (4th) Wards and the First (1st) and Sixth (6th) Aldermanic Districts of the City of Watertown, Dodge County, Wisconsin (Exhibit "C").

SECTION 3. That the above described real estate properties have a total population of ____ persons, ____ adults and ____ children.

SECTION 4. That a future, zoning classification on the real estate properties above shall be designated as Single-Family Residential-4 (SR- 4) District, under the City of Watertown Zoning Code.

SECTION 5. That the addresses for the above described real estate properties shall be as follows:

- N590 North Water Street (PIN: 016-0915-2834-000) shall be 1237 North Water Street.
- N578 Second Street Road (PIN: 016-0915-2843-000) shall be 1627 North Second Street.
- N552 Second Street Road (PIN: 016-0915-2843-002) shall be 1617 North Second Street.
- N548 Second Street Road (PIN: 016-0915-2843-003) shall be 1611 North Second Street.
- N544 Second Street Road (PIN: 016-0915-2843-006) shall be 1605 North Second Street.
- 1528 Prospect Street (PIN: 016-0915-2844-006) shall be 1528 Prospect Street.
- 1533 Prospect Street (PIN: 016-0915-2844-009) shall be 1533 Prospect Street.
- 1529 Prospect Street (PIN: 016-0915-2844-010) shall be 1529 Prospect Street.
- 1527 Prospect Street (PIN: 016-0915-2844-011) shall be 1527 Prospect Street.
- 1519 Prospect Street (PIN: 016-0915-2844-014) shall be 1519 Prospect Street.
- 1524 Center Street (PIN: 016-0915-2844-008) shall be 1524 Center Street.
- 1522 Center Street (PIN: 016-0915-2844-013) shall be 1522 Center Street.
- 1518 Center Street (PIN: 016-0915-2844-015) shall be 1518 Center Street.
- 1530 Center Street (PIN: 016-0915-2844-003) shall be 1531 Center Street.
- 1545 Boulder Road (PIN: 016-0915-2844-019) shall be 1545 Boulder Road.
- 1549 Boulder Road (PIN: 016-0915-2844-020) shall be 1541 Boulder Road.
- 1537 Boulder Road (PIN: 016-0915-2844-018) shall be 1537 Boulder Road.
- 1527 Boulder Road (PIN: 016-0915-2844-017) shall be 1527 Boulder Road.

SECTION 6. That the Right-of-Ways within Area "4" (Exhibit A), Highway 16 Residential Area, shall become City Right-of-Ways as follows:

- North Water Street shall be North Water Street
- Rhine St (Unimproved, Row Only) shall be Rhine St (Unimproved, Row Only)
- Second Street Road shall be North Second Street

- Ranis St (Unimproved, Row Only) shall be Ranis St (Unimproved, Row Only)
- Germania St (Unimproved, Row Only) shall be Germania St (Unimproved, Row Only)
- Prospect St shall be Prospect St
- Center St / CTH M shall be Center St / CTH M
- Boulder Road shall be Boulder Road

SECTION 7. Following attachment, of the above described real estate properties shall be required to connect to the City' s municipal water and sanitary sewer systems within twelve (12) months as outlined in Section 3.02 (d) of the Agreement.

SECTION 8. All ordinances or parts of ordinances inconsistent with the provision of this ordinance are hereby repealed.

SECTION 9. This ordinance shall take effect and be in force the day following its passage and publication.

[End.]

DATE:				
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BOARD				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED _____

CITY CLERK/TREASURER

APPROVED _____

MAYOR

Public Works Commission Meeting Tuesday, June 11, 2024

Members Present: Alders Board, Bartz, and Wetzel, Commissioner Thompson

City Employees present: Public Works Director Andrew Beyer, Water Systems Manager Peter Hartz, Building Inspector Brian Zirbes, Finance Manager Mark Stevens and City Attorney Steven Chesebro.

Others present 12 citizens, three unidentified callers.

1. Call to Order: Chairman Board opened the meeting at 5:30 p.m. Quorum was present.

2. Comments and Suggestions from Citizens Present: None

3. Review and Approve Minutes from April 9, 2024 and May 14, 2024. Motion to approve by Wetzel, seconded by Bartz. Motion carried unanimously.

4. Business

It was requested, and the commissioners concurred, to move item C to the first item of business.

C. Review and take action: Award Fire Station bid package for overhead doors:

Motion by Thompson, seconded by Bartz, to accept the Reliable Dock & Door base bid of \$678,850 for Bid Package #9 – Overhead Doors. Motion carried unanimously.

A. Review & take possible action: Explore options to service area 4 of the Town of Emmet Cooperative Boundary Agreement with Public Water and Sanitary Services.

Engineer Beyer presented two options to the commission:

1. Extend utility mains and assess affected property owners cost of sewer and water main extensions per Chapter 512-2(C) and Chapter 512 Article III of City code. Property owners would be assessed design, construction, and administrative costs based on assessable linear footage of frontage for each benefited property within an assessment district.
2. Property owners to address sewer and water main extensions at time of well or septic failure following application process and requirements set forth in Chapter 512-2 (B) and Chapter 512 Article III of City code. It's important to note that construction projects take several years to develop before a shovel is put in the ground. Appropriate planning and design need to take place prior to construction.

Several of the citizens present spoke regarding this issue; with concerns about the annexation in general, the overall costs for sewer and water systems installation, and the impact on their property.

Motion by Thompson, supported by to establish a special assessment district for service area 4 of the Town of Emmet, and for the engineering department to begin the process of design of the system. This motion is based on the recognition of possible failure of the existing well and septic systems and the hardship that would be created in the event for affected residences. Additionally, this is consistent with the intent of the Cooperative Boundary Agreement.

Motion carried unanimously.

B. Review and take action: 2024 Compliance Maintenance Annual Report (CMAR) – Wastewater Utility permit to discharge summary.

Water Systems Manager Hartz presented the annual report as revised. The revisions included updates for future project costs, and summaries throughout the report.

Motion by Thompson, supported by Wetzel, to accept the 2024 Compliance Maintenance Report (CMAR) – Wastewater Utility permit to discharge summary, and to forward a resolution to the City Council in support of the report.

Motion carried unanimously.

5. ADJOURNMENT

Motion to adjourn by Bartz, seconded by Wetzel. Carried by unanimous vote.

Meeting adjourned at 6:15 PM

Respectfully submitted,

Steve Board

Public Works Commission Chair

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.