Public Works and Safety Committee Meeting Agenda
Village Board Room
235 Hickory Street, Pewaukee, WI 53072
February 3, 2026 – 4:30 p.m.
https://www.youtube.com/live/V2s5t1Zv7e0?si=nKwRSlBxXcupdilX

1. Call to Order

2. Approval of Minutes of November 4, 2025 Public Works & Safety Committee Meeting

3. Citizen Comments - *This is an opportunity for citizens to share their opinions with Committee Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Committee is not able to answer questions or respond to your comments. All comments should be directed to the Committee. Comments are limited to 3 minutes per speaker, with time being indicated by an audible alarm. When the alarm sounds, speakers are asked to conclude their comments. Speakers are asked to use the podium and state their name and address.*

4. Old Business
   a. Discussion and possible action to resolve storm sewer obstruction at 219 Park Avenue
   b. Discussion and possible action regarding adding a railing on the sidewalk in front of 319 High Street
   c. Discussion and possible action regarding the 2026 Street & Utility Program.
   d. Discussion and possible action regarding Riverwood outlot parcels

5. New Business
   a. Discussion and possible action regarding draft ordinance for right of way maintenance
   b. Discussion and possible action to review draft Well 6 PFAS Treatment study
   c. Discussion and possible action for proposal with Collier Geophysics
   d. Discussion and possible action regarding roof maintenance at DPW building.
   e. Discussion and possible action regarding adding no parking along Ormsby Street
   f. Discussion and possible action regarding submittal of grant application for Sweeper and Storm Water Modeling
   g. Discussion and possible action regarding brush pickup

6. Adjournment

Note: It is possible that members and/or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; action will not be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in the notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Posted: January 30, 2026

VILLAGE OF PEWAUKEE
PUBLIC WORKS AND SAFETY COMMITTEE MINUTES
NOVEMBER 4, 2025

https://www.youtube.com/live/RYHOe3ubx1E?si=NAMd4IuRHdrXMvrB

1. **Call to Order, Pledge of Allegiance, Moment of Silence, and Roll Call**

Member Grabowski called the meeting to order at approximately 4:35 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Committee members present: Member Mark Grabowski, Member Nick Wellenstein, Member Kelli Belt, and Member Jim Grabowski.
Members Absent: Patrick Wunsch, Laurin Miller, and Ed Hill.

Also Present: Village Administrator, Matt Heiser; Public Works Supervisor, Jay Bickler; and Village Clerk, Jenna Peter.

2. **Approval of Minutes of Previous Meeting**
   a. **August 5, 2025**
   Member M. Grabowski moved, seconded by Member Belt to approve the August 5, 2025, minutes of the Public Works and Safety Committee meeting as presented.
   Motion carried 4-0.

3. **Citizen Comments –** None.

4. **Old Business**
   a. **Discussion and possible action to resolve storm sewer obstruction at 219 Park Avenue**

Administrator Heiser summarized that a collapsed/clogged storm sewer pipe occurred at 219 Park Avenue. It was determined that the pipe needs to be relayed. In order to coordinate access to fix the pipe, the Village needs to get easement documents from both of the residents at 219 Park Ave and 227 Park Ave. No response has been received from either property owner at this time.
No action taken.

   b. **Discussion regarding 2025 Street & Utility Program.**

Heiser reported that the 2025 Street and Utility Improvement Project is nearing completion, with only punch list items remaining. While a few complaints were received, Capitol Drive remained accessible to businesses for most of the project.
Member Wellenstein noted concerns regarding periods when the road was closed without proper signage, causing confusion and requiring vehicles—including semis—to turn around or back up in limited space.
No action taken.

5. **New Business**
   a. **Discussion and possible action regarding adding a railing on the sidewalk in front of 319 High Street**

Heiser reported a safety concern due to a significant sidewalk drop-off near a retaining wall and onto the street. A late bid of $4,200 was received for installing tube-steel guard rails, which will need to be bolted into the sidewalk due to the retaining wall's condition. Quotes are also being pursued for restoring the retaining wall. A resident has offered a $2,000 contribution toward the project.
Member M. Grabowski expressed concern that a two-rail system may not meet code requirements given the

height of the drop-off. As the structure is a guard rail—not a handrail—it will require balusters. For heights above 34 inches, code requires a 4-inch sphere.
No action taken.

b. Discussion and possible action regarding the 2026 Street & Utility Program.

Heiser summarized the projects to be completed in 2026. The Glacier Road project involves water main relay, lining sanitary sewer and asphalt repaving. A proposed water main loop to W. Wisconsin Avenue was designed to improve service reliability, but easement negotiations stalled. One property owner at 762 W. Wisconsin Avenue agreed to an easement; the other at 769 Glacier Road declined without substantial compensation. The repaving project for Prospect Avenue may span multiple years due to possible utility pole relocations. Heiser stated that Director Buechl is looking for direction on whether to pursue the addition of a sidewalk along the southeasterly side of Prospect Ave from Lake St. to School St.
Following discussion among the Members, J. Grabowski does not recommend installing sidewalk from School Street to Lake Street. Instead, he proposed adding sidewalk along the north side of Prospect Avenue from Spring Street to Maple Avenue, with construction planned to be completed in the summer to not interfere with the school months.
No action taken.

c. Discussion and possible action regarding the parking along Simmons Avenue opposite the new Bubbles car wash.

Heiser stated this item is at the request of the Village President. He wanted to address the potential for increased traffic near the proposed new car wash location and possibly implement no-parking zones along Simmons Ave.
Supervisor Bickler expressed his preference for eliminating parking specifically on the west side of the road.
Member M. Grabowski moved to recommend to the Village Board to add no parking on the west side of Simmons Ave from PM Plastics loading dock to Capitol Dr.
Member M. Grabowski amended his motion to recommend to the Village Board to add no parking on both the east and west sides of Simmons Ave from PM Plastics Loading dock to Capitol Dr. Seconded by Member Belt.
Motion carried 4-0.

d. Discussion regarding siting for potential future well 8 versus incorporating water filtration systems at Well 6.

Heiser reported that Director Buechl is exploring potential locations for a new Well #8, which may require land acquisition.
J. Grabowski expressed opposition to hiring an outside firm for the site search.
Heiser noted that Buechl believes there are additional viable locations beyond those previously presented to the Committee.
The Committee agreed that if Buechl wants to look into this, he may proceed with the search.
No action taken.

e. Discussion and possible action regarding Riverwood parcels.

Heiser explained that the County no longer wishes to retain ownership of a parcel containing a stormwater pond, which is important to the Village's water purification metrics. The parcel borders a Village neighborhood, and residents have been encroaching on the land, requiring reminders from the County about property boundaries. The County is offering the parcel to the Village. Buechl supported the Village considering ownership due to the pond's significance.
M. Grabowski raised concerns about potential liability.
J. Grabowski questioned whether the County might remove or alter the pond if the Village does not take over

the parcel.
Bickler noted the parcel is small, runoff already flows into it, and the Village is already maintaining it (e.g., mowing), so he does not view it as a burden.
M. Grabowski asked whether, if the Village accepts ownership, maintenance responsibilities could be shifted to the Riverwood subdivision and whether Village staff could inspect the pond as needed.
The Committee directed Staff to look into the condition of the pond before the Village takes ownership of the parcel. Any further action will be taken at the Village Board level.

6. Adjournment

Member Belt moved, seconded by Member M. Grabowski, to adjourn the November 4, 2025, Public Works & Safety Committee meeting at approximately 5:33 p.m.
Motion carried 4-0.

Respectfully Submitted,

Jenna Peter
Village Clerk

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: October 29, 2025

Re: Agenda item 4(a). Discussion and possible action regarding 219 Park Street storm sewer collapse and relay pipe and restoration

BACKGROUND

The resident at 219 Park Street contacted the Village DPW Dept about a possible collapsed or clogged storm sewer within a pipe that drains from a manhole in Park Street and discharges into the lake at the shoreline. The resident took a video showing runoff bubbling up through the joints in his concrete driveway about 15 feet from the waters edge. The end of the storm sewer outfall is located below the water surface of Pewaukee Lake. A property survey is attached but no easement was located for the Village storm sewer pipe.

Last fall, the DPW staff used a jetter on two occasions for a few hours each time and attempted to jet out any debris that could be blocking the pipe. Some debris was removed but the obstruction was not removed. A pipe televising camera was also attempted to better view the obstruction and it was determined to be a pipe collapse. The pipe needs to be relayed. The lot owner at 219 Park Street was contacted to coordinate access and easement.

A draft version easement has been created and emailed to both the property owner at 219 Park Avenue and 227 Park Avenue on October 15, 2025. No response has been received from either property owner. The property owners are both concerned with restoration. The current design includes cutting back the pipe approximately 10 to 15 feet to the collapse and relaying pipe and restoring with concrete.

ACTION REQUESTED

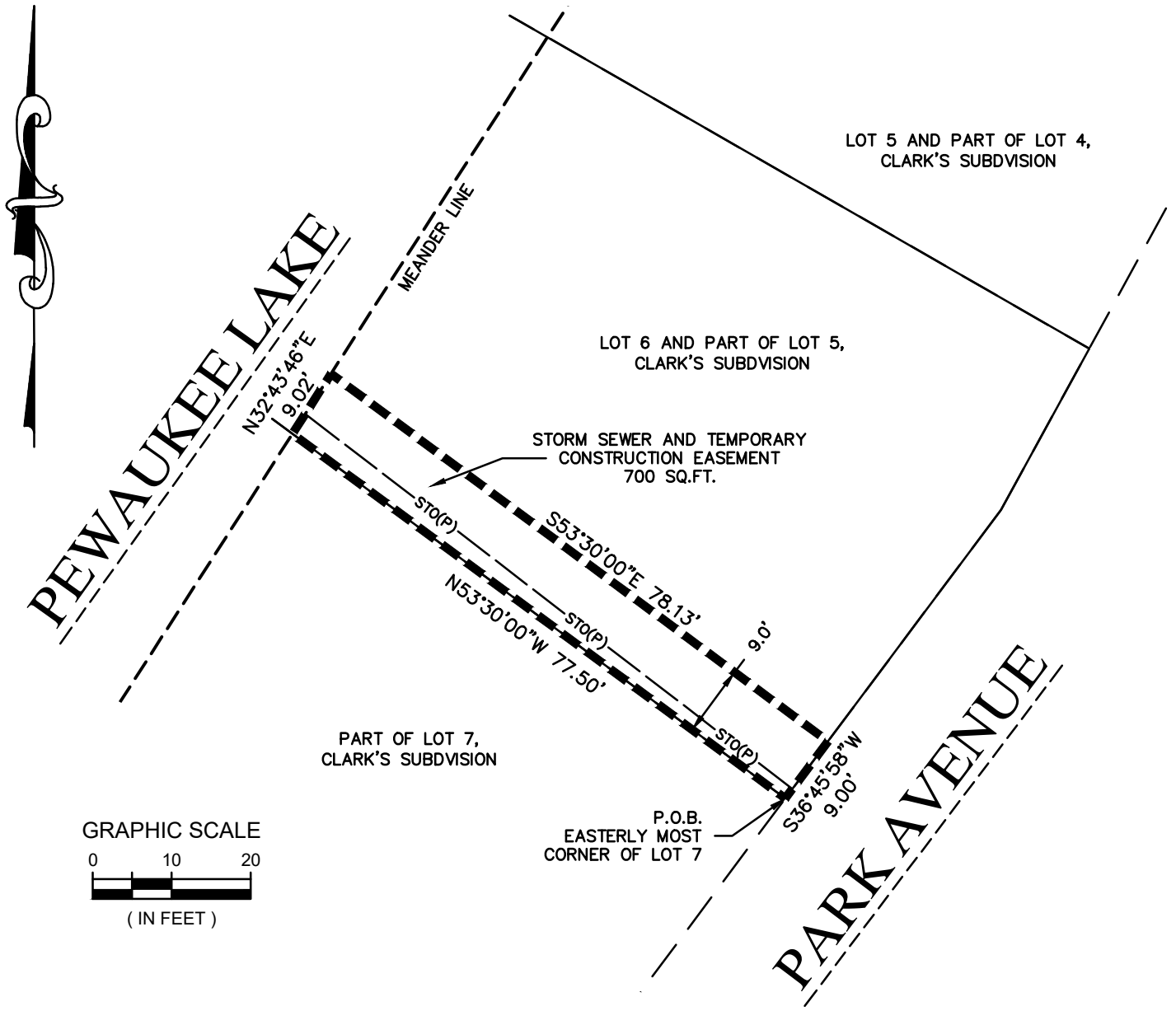
None

Attachments


GLS 580

EASEMENT EXHIBIT

STORM SEWER & TEMPORARY CONSTRUCTION



Part of Lot 6 and Part of Lot 5, in Clark's Subdivision, part of Lake View Addition to the Village of Pewaukee, being part of the Southeast 1/4 of Section 8 and the Southwest 1/4 of Section 9, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin, bounded as follows:

Beginning at the Easterly most corner of Lot 7 of said Clark's Subdivision; thence North 53°30'00" West along the Northeasterly line of said Lot 7, a distance of 77.50 feet to a point on a meander line of Pewaukee Lake; thence North 32°43'46" East along said meander line 9.02 feet to a point; thence South 53°30'00" East 78.13 feet to a point on the Northwest line of Park Avenue; thence South 36°45'58" West along said Northwest line 9.00 feet to the point of beginning.

Said lands containing 700 square feet or 0.0161 acres.

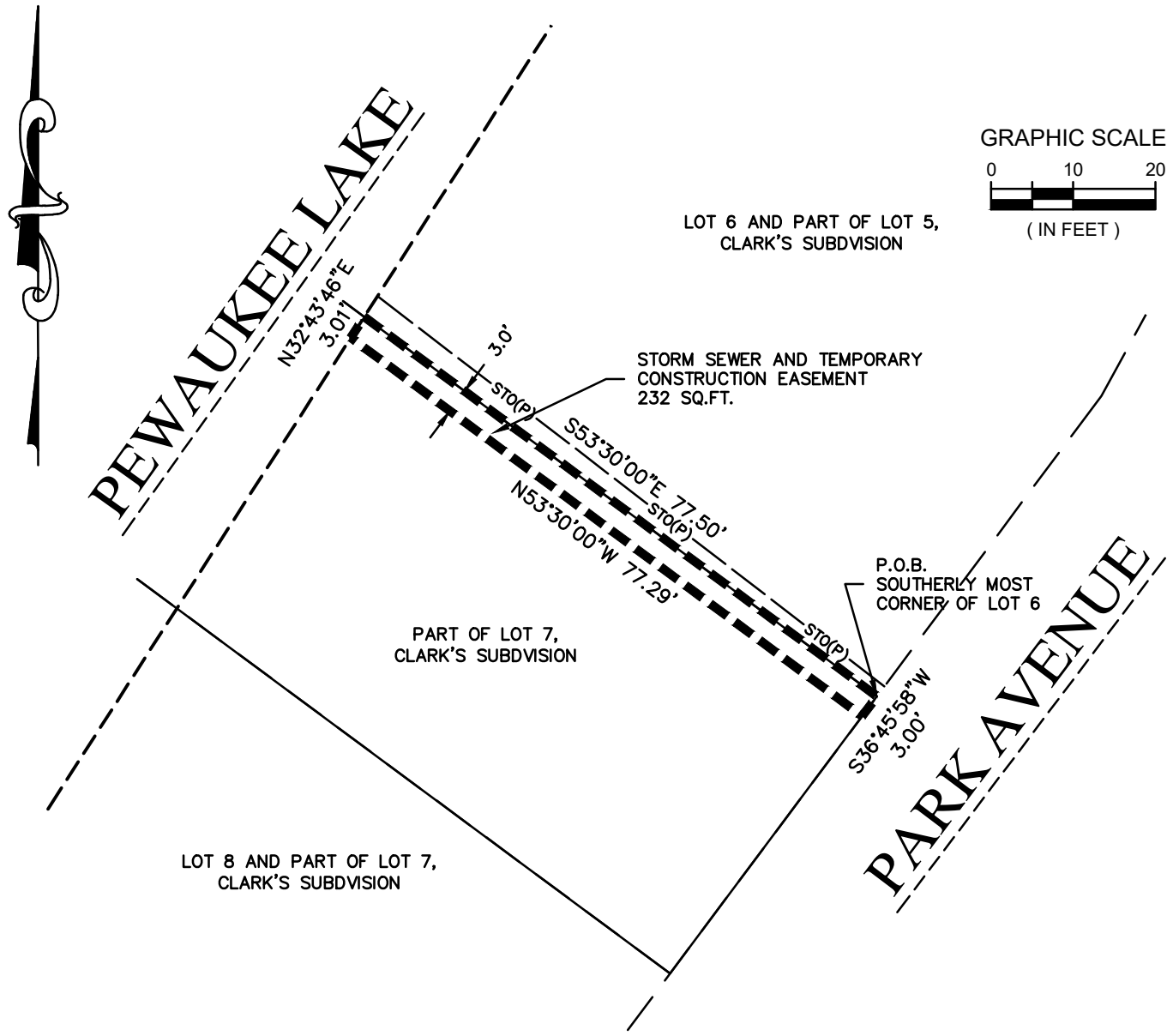
Prepared for Village of Pewaukee
September 19, 2025
Drawing No: 169890-KAC

raSmith
CREATIVITY BEYOND ENGINEERING
16745 W. Bluemound Road
Brookfield, WI 53005-5938
(262) 781-1000
rasmith.com

S:\5169890\dwg\ 169890 EX10.dwg \ LOT 6 & LOT 5

EASEMENT EXHIBIT

STORM SEWER & TEMPORARY CONSTRUCTION



Part of Lot 7, in Clark's Subdivision, part of Lake View Addition to the Village of Pewaukee, being part of the Southeast 1/4 of Section 8 and the Southwest 1/4 of Section 9, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin, bounded as follows:

Beginning at Southerly most corner of Lot 6 of said Clark's Subdivision; thence South 36°45'58" West along the Northwest line of Park Avenue to a point; thence North 53°30'00" West 77.29 feet to a point on a meander line of Pewaukee Lake; thence North 32°43'46" East along said Meander line 3.01 feet to a point; thence South 53°30'00" East along the Southwest line of said Lot 6, a distance of 77.50 feet to the point of beginning.

Said lands containing 232 square feet or 0.0053 acres.

Prepared for: Village of Pewaukee
Date: September 19, 2025
Drawing No: 169890-KAC

raSmith
CREATIVITY BEYOND ENGINEERING
16745 W. Bluemound Road
Brookfield, WI 53005-5938
(262) 781-1000
rasmith.com

S:\5169890\dwg\ 169890 EX10.dwg \ LOT 7

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 28, 2026

Re: Agenda item 4(b). Discussion and possible action regarding the installation of safety fence at 319 High Street

BACKGROUND

This is a follow up to the meeting discussion on August 5, 2025 and November 3, 2025. A resident at 140 Ridge Court contacted a Village Board member regarding a safety concern being a drop off between the sidewalk and the road on High Street in front of 319 High Street. The owners at 319 High Street were contacted and wanted to know who will pay for the fence. The resident at 140 Ridge Court has donated funds for the fence.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to review and consider recommending approval to Village DPW staff to contract with a fence contractor to install fence at the subject location.

ANALYISS

On October 21, 2025, Jay Bickler, Matt Heiser and I met with a fence contractor. The contractor said he will prepare a quote. The fence will need to be attached to the concrete sidewalk. The contractor said he isn't interested in providing a quote with concrete footings adjoining the sidewalk and the cost will be much higher. In addition, the concrete retaining wall has failed at the curve in the street. He also said an aluminum railing fence would be much more expensive. He recommends metal tubing fence be screwed into the concrete sidewalk. The attached quotes were received on October 30, 2025.

A second quote was received on November 7, 2025 for a wire mesh fence.

Recommendation

Per the International building code, the standard to install a guardrail is having a retaining wall with a 30-inch or more drop within 36 inches of a walking surface. In this case, the 30 inch drop occurs at approximately 38 inches away from the edge of sidewalk.

Wilman LLC

PROPOSAL

Wilman LLC
478 Hickory St
Pewaukee, WI 53072

262-691-DOCK
www.wilmanllc.com
brian@wilmandevelopment.com

To: Village of Pewaukee
c/o Dave Buechel

Mobile: 414-418-5694
dbuechl@villageofpewaukeewi.gov

Date
11/4/25

Terms of Order:
Please sign to schedule work
Upon completion

BLACK VINYL CHAINLINK

Qty	Item #	Description		Each	Line Total
1		PROVIDE MATERIALS AND LABOR FOR 15FT BLACK VINYL MESH			$ 1,580.00
		SIDEWALK ENCLOSURE			

NOTES: 5x15 ft Fence, 3 posts

SUB TOTAL	**$ 1,580.00**
TAX	$ 79.00
TOTAL	**$ 1,659.00**

CUSTOMER AGREEMENT:

Make all checks payable to "Brian Wilman"
Thank you for your business!

LEAD SOURCE: | SHOWROOM _YES _NO | HOURS 1M 2M #

Allis
Windows, Doors and More!

AGREEMENT START JOB 6-10 weeks ORDER NO. _____

10549 W. FOREST HOME AVENUE
HALES CORNERS, WI 53130

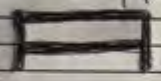
414-384-7500
www.allisind.com

INSTALL ANYTIME _YES _NO
DISPOSE OF OLD PRODUCT _YES _NO

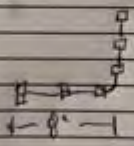
PURCHASING NAME Jay Bicklar
ADDRESS 319 High St. PHONE-DAY 414-254-3390
JOB ADDRESS Pewaukee, WI 53072 EVENING _____

This agreement made and entered into this 30th day of Oct A.D. 2015, by and between ALLIS INDUSTRIES, INC. for the purpose of convenience, hereinafter referred to as the Contractor, and Jay, for the purpose of convenience, hereinafter referred to as the Purchaser.

Provide and install new pipe railing
Color Black
Series 5 pipe rail 2 Line



Fifteen total feet plus bend to follow sidewalk
Six total posts



3% Fee for credit card
TOTAL SUM: $4,258.00
1/2 DEPOSIT:
Quote is valid for 30 Days 1/2 BALANCE ON COMPLETION:

RIGHT TO CANCEL: You may cancel this agreement by mailing a written notice to ALLIS INDUSTRIES, the third business day after you signed this agreement. If you wish, you may use this page as that notice by writing "I hereby cancel" and adding your name and address.

TERMS AND CONDITIONS CONFORMING TO WISCONSIN CONSTRUCTION LIEN LAW

"As required by the Wisconsin Construction Lien Law, Builder hereby notifies Owner that persons or companies furnishing labor or materials for the construction on Owner's land may have lien rights on Owner's land and building if not paid. Those entitled to lien rights, in addition to the undersigned Builder are those who contract directly with the Owner or those who give the Owner notice within 60 days after they first furnish labor or materials for the construction.

Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with the Owner and his lender, if any, to see that all potential lien claimants are duly paid."

This is a home improvement instrument and is non-negotiable. Every holder takes subject to all claims and defenses of the maker or obligor.

IN WITNESS WHEREOF the undersigned has (have) hereunto set his (their) hand(s) and seal(s) the day and year first above written.

By _____ (Seal)
Approved _____ (Seal)

NOT BINDING UNLESS ACCEPTED BY OFFICER OF CONTRACTOR COMPANY

Owner Purchaser _____ (Seal)
Owner Purchaser _____ (Seal)
Customer E-mail Address _____

PURCHASER RECEIVED DUPLICATE COPY OF ORDER FINANCE CHARGE of 1.5% per month which is an ANNUAL PERCENTAGE RATE of 18% charged on all past due accounts.

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 28, 2026

Re: Agenda item 4(c). Discussion and possible action regarding the 2026 Road and Utility Improvements – Potential LRIP grant funds may be received

BACKGROUND

The 2026 Street and Utility Improvements construction project is in the planning stages. As of now, the plan is to repave W. Wisconsin Avenue from Burroughs Drive to Glacier Road, and repave Glacier Road from W. Wisconsin Avenue to the Village limits.

ACTION REQUESTED

None

ANALYSIS

Glacier Road:
Glacier Road - Utilities: The water main will be relayed, and sanitary sewer will be lined. The asphalt pavement will be pulverized and repaved. Initially, we had hoped to loop the water main from Glacier Road to W. Wisconsin Avenue to help with providing more reliable water service, water pressure, and water quality which are not available with a dead end water main. We completed the design and then met with two property owners to request a water main easement. The lot owner at 762 W. Wisconsin Avenue was willing to convey an easement, but the second lot owner at 769 Glacier Road was not willing to sign the water main easement without receiving a substantial payment.

Glacier Road – Street: The asphalt pavement will be pulverized, regraded, and repaved. The drainage conveyance along Glacier Road does not function well as presently laid out. Currently, the storm sewer system drains to a storm sewer structure and pipe system that dead ends underground which is not typical. Currently, the runoff infiltrates into the ditches, and front yards areas of several properties, and once the water builds up high enough, then passes over ground by swale in between 769 Glacier Road and 765 Glacier Road in an existing swale. The proposed design includes reditching both sides of Glacier Road and funneling to the current natural low point along Glacier Road which aligns with the current said existing swale which takes excess runoff away from Glacier Road. Existing overall drainage patterns will be maintained. The lot owner at 765 Glacier Road was contacted about providing a drainage swale easement to improve the existing drainage swale, however, the lot owner was not willing to sign the drainage easement without receiving a substantial payment. The overall discharge drainage pattern will remain as is today.

Prospect Avenue:
Timing is unknown at this time. The plan is to repave this street from Main Street to School Street. This project will likely take two or more years due to several utility poles that may need to be moved outside of the right of way.

Funding: The Village submitted an LRIP grant application under the MSILT. The W. Wisconsin Ave project was conditionally approved to receive some grant funds by the County Municipal Street Improvement Committee (CMSIC). Final Wisconsin Department of Transportation (WDOT) approval is not yet complete.

MSILT

Oakwood Dr	City of Delafield
W Glenview Ave (1)	City of Oconomowoc
Wyndemere Dr	City of Pewaukee
Vernon Ln	Village of Big Bend
Tabot St	Village of Dousman
Watertown Plank Rd	Village of Elm Grove
Campus Dr	Village of Hartland
Hibritten Way	Village of Merton
Bay View Cir	Village of Mukwonago
Wisconsin Ave W	Village of Pewaukee
Genesee Lake Rd	Village of Summit
Wakefield Downs	Village of Wales

The countywide funding allocations are as follows:

MSILT – **allocation for Waukesha County is $418,651.58 which will be split up between these projects.**

The potential approval will not occur until sometime in April so we not bid out until after April versus bidding earlier in year and not utilizing the grant funds. Generally, if you can bid out in January, that is better than waiting until May or June.

Recommendation
No recommendation is provided at this time.

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 28, 2026

Re: Agenda item 4(d). Discussion and possible action regarding the County Riverwood Park parcel

BACKGROUND

Two storm water retention basins serving the Riverwood Subdivision are located on a parcel referred to as Riverwood Park within the Riverwood Subdivision and is located west of the intersection of Westfield Way and Riverway Ct. Waukesha County staff called me and asked if the Village would be interested in acquiring the two adjoining parcels owned by Waukesha County.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to provide direction to Village DPW staff on how to proceed

ANALYSIS

This basin serves to reduce storm water flow rates and treat the storm water runoff to improve the water quality from the privately owned lots and publicly owned streets of Riverwood Subdivision prior to release of collected runoff from the tributary area to the downstream water way. These basins are included in the Village's MS4 storm water quality model. In order to keep the ponds in the model and continue to get storm water credit for the ponds within the Village's model, the Village typically needs to either own the land where the pond is located, or have a storm water facility maintenance agreement with Waukesha County.

On new subdivisions, the homeowner's associations would be responsible for maintenance of the ponds. The Village DPW has been mowing the grass around the pond areas for the past few years because the homeowner's association of Riverwood Subdivision has not been maintaining or mowing. There does not appear to be any storm water facility maintenance agreements in place to designate who the responsible party is for maintenance of the pond.

Currently, there are several adjoining Village lot owners who are also occupying and mowing into the County owned Riverwood Park parcel. The County spends time each year reminding the adjoining lot owners that they do not own this property.

Recommendation

Typically, it is not desired to own storm water ponds, because they cost money to maintain which includes lawn mowing, tree trimming, and dredging of excess sediment from bottom of pond. It is unfortunate that the Riverwood subdivision lot owners are not maintaining their own pond. In order for the Village to keep the credit for the storm water modeling, the Village may likely need to accept a transfer of ownership for the pond, or work out a maintenance agreement with Waukesha County. Since the County has called and asked if the Village wants to take over ownership of the pond, that option of ownership change appears to be the County's preference.

Jay and I walked and completed an inspection of the two ponds and parcels. The areas were covered with snow when we visited. Generally, the past due maintenance needed would be removing trees around the two ponds, and removing trees and brush the long swale that leads from one pond to the swamp. The Village would continue mowing around the ponds. In the near term, some light dredging will be needed.

Several adjoining lot owners have mowed and occupied large swaths into the County parcels. If the Village moves forward with acquiring ownership, a written notice to each lot owner would possibly be needed after consulting with the Village Attorney, similar to what the County is dealing with.

Attachment

MAP WAUKESHA county

Waukesha County GIS Map

Legend

- Municipal Boundary_2K
- Parcel_Dimension_2K
- Note_Text_2K
- Lots_2K
  - Lot
  - Unit
  - General Common Element
  - Outlot
- SimultaneousConveyance
  - Assessor Plat
  - CSM
  - Condominium
  - Subdivision
- Cartoline_2K
  - EA-Easement_Line
  - PL-DA
  - PL-Extended_Tie_line
  - PL-Meander_Line
  - PL-Note
  - PL-Tie
  - PL-Tie_Line
  - <all other values>
- Railroad_2K

Boundary of two County parcels

0 363.13 Feet

Notes:

Printed: 10/30/2025

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 28, 2026

Re: Agenda item 5(a). Discussion and possible action regarding the proposed Right of Way Maintenance Ordinance

BACKGROUND

Village Department of Public Works (DPW) Staff are responsible to mow lawns in some right of way areas. Most property owners who adjoin public right of way mow the lawns in the right of way. The right of way area usually includes either the turf area between the public sidewalk and concrete curb, or the grass area between private property and the street pavement or concrete curb which may or may not include a ditch. After reviewing Village Ordinance, it was not clear who should be mowing the right of way areas in the Village.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to review and consider providing direction to Village DPW staff on how to proceed, or a recommendation to the Village Board

ANALYSIS

Over the past 2 years, DPW staff have reviewed areas of public right of way that the DPW has been mowing to determine who really should be mowing these areas. In some cases, DPW staff were mowing areas that did not seem practical for the Village DPW to be mowing. In other areas, when DPW asked one lot owner to mow, the owner did not want to mow. After looking into the Village Ordinances, it appears that a right of way maintenance Ordinance is needed. DPW staff asked if the Village Attorney could write a right of way maintenance Ordinance. The following is a draft version of the Ordinance for review and comment. It has always been the practice of the Village to put responsibility of ROW maintenance on the adjacent property owner. This ordinance change would largely memorialize this historic practice.

Recommendation

No recommendation is provided at this time.

STATE OF WISCONSIN : VILLAGE OF PEWAUKEE : WAUKESHA COUNTY

ORDINANCE NO. 2025-____

ORDINANCE TO CREATE SECTIONS 14.180(c) and 14.208(d) OF THE MUNICIPAL CODE OF THE VILLAGE OF PEWAUKEE REGARDING MAITENANCE OF ABUTTING RIGHT OF WAY/TERRACE AREAS

The Village Board of the Village of Pewaukee, Waukesha County, Wisconsin does ordain as follows:

SECTION I

Section 14.180(c) of the Municipal Code of the Village of Pewaukee is created to read as follows:

(c) *Duty of Abutting Property Owners.* The abutting property owner or operator shall maintain the area between the curb and sidewalk and shall maintain the right-of-way area between the owner's property line and the street pavement. Such areas shall be kept free from litter and debris. Such areas shall be kept free of heavy undergrowth and accumulations of plant growth that are noxious or detrimental to health. Grasses and weeds in such areas shall be maintained at a height not to exceed 12 inches.

SECTION II

Section 14.208(d) of the Municipal Code of the Village of Pewaukee is created to read as follows:

(d) *Duty of Abutting Property Owners.* The abutting property owner or operator shall maintain the area between the curb and sidewalk and shall maintain the right-of-way area between the owner's property line and the street pavement. Such areas shall be kept free from litter and debris. Such areas shall be kept free of heavy undergrowth and accumulations of plant growth that are noxious or detrimental to health. Grasses and weeds in such areas shall be maintained at a height not to exceed 12 inches.

SECTION III

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION IV

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION V

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Pewaukee, and shall indicate the date and number of this amending Ordinance therein.

Passed and adopted this _____ day of _____ 2025 by the Village Board of the Village of Pewaukee.

APPROVED:

_____
Jeff Knutson, Village President

Countersigned:

_____
Jenna Peter, Village Clerk

Law Office of

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November 10, 2025

Via Email ONLY:

Matt Heiser, Village Administrator
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Re: Draft Ordinance Relating to Right of Way Maintenance

Dear All,

Pursuant to your recent request, please find a draft ordinance relating to Right of Way maintenance for your consideration. Attached is a first draft proposal; I am seeking your input, review, and comment at this time. The ordinance is modeled after a similar one in the City of Brookfield. After reviewing several area communities as to their codes on the subject, I find the language in Brookfield's most applicable to our situation in the Village. Specifically, to Jay's point regarding the number of different Right of Way situations in the Village, those with sidewalks and those without, it was necessary to come up with broad base language to apply to all situations. I believe the reference to the Right of Way area between the property line and the street pavement as well as the area between the curb and sidewalk would address most, if not all, of the Right of Ways situations in the Village.

You will see the ordinance creates two separate subsections 14.180(c) and 14.208(d). The two separate subsections address, respectively, residential structure and commercial structures as our code currently does between those two sections.

Finally, I have specifically broken out the parts of the general property maintenance section, currently 14.180, which would be applicable to Right of Ways, and omitted those property maintenance requirements which are not applicable to Right of Ways. It is my understanding this ordinance is meant to mainly address maintenance as to turf grass and weeds. I believe the ordinance as drafted accomplishes that.

Please review and let me know if you have any questions or concerns.

Sincerely,

HIPPENMEYER, REILLY, BLUM,
SCHMITZER & FABIAN, S.C.

/s/: Matthew R. Gralinski

Matthew R. Gralinski
Village Attorney

MRG/sm
Enc.

Sec. 14.180. - Maintenance of premises and open spaces.

(a) The exterior of the premises and the exterior of all structures on the premises shall be kept free of all nuisances and hazards to the safety of persons utilizing the premises and free of unsanitary conditions, and these conditions shall be promptly removed and abated by the owner or operator. It shall be the duty of the owner or operator to keep the premises free of nuisances and hazards, which include but are not limited to the following:

(1) Grading that allows or causes water to accumulate.

(2) Unsafe fences, unsafe accessory structures and other unsafe minor constructions.

(3) Steps, walks, driveways, parking spaces and similar paved areas that are not maintained so as to afford safe passage under normal use and weather conditions.

(4) Yards and courts that are not free of physical hazards.

(5) Heavy undergrowth and accumulations of plant growth that are noxious or detrimental to health.

(6) Accumulated litter and debris.

(7) Equipment or materials stored in a manner that detracts from or has a devaluing effect upon surrounding properties.

(8) Grass and weeds exceeding 12 inches in height.

(9) Accumulated dirt piles, brush, weeds, broken glass, stumps, garbage, trash and debris.

(10) Dead trees and limbs or other natural growth that, by reason of rotting or deteriorating conditions or storm damage, constitute a hazard.

(11) Sources of infestation.

(b) The exterior of the premises and the exterior of all structures on the premises shall be maintained so that the appearance of the premises and the structures on the premises shall not constitute or contribute to blight.

(Ord. No. 375, § 1(15.A604), 8-21-1990)

Sec. 14.208. - Exterior protection.

(a) Foundation walls shall be maintained so as to be structurally sound and to prevent entrance of moisture, termites and vermin. Such protection shall consist of shoring where necessary, subsoil drains at footings, grouting of masonry cracks, waterproofing of walls and joists and other suitable means.

(b) Exterior walls and wall components shall be maintained so as to prevent deterioration due to the elements and destructive insects. Such maintenance shall consist of painting, installation or repair of walls, copings and flashings, waterproofing of joints, waterproof coatings, installation or

repair of termite shields, poison treatment of soil, or other suitable means.

(c) Roofing shall be maintained in watertight condition so as to prevent leakage into the building. Such maintenance shall consist of repairs of roofing, flashings, waterproof coatings or other suitable means.

(Code 1967, § 15.A302)

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee Members

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E.,P.L.S, Director of Public Works/Village Engineer

Date: January 29, 2026

Re: Agenda item 5(b). Discussion and possible action on review of DRAFT Well 6 PFAS Study and Pre-Design Report Proposal for Engineering Services.

BACKGROUND

On April 26, 2023, Well 6 was found to contain elevated levels of PFAS and was taken offline. In June of 2025, a temporary PFAS treatment system was put into operation and the well was brought back online. The temporary PFAS treatment trailer uses equipment rented from Water Surplus, Inc. on a three-year lease that ends in 2028. By the end of the lease, the Village plans to either provide a permanent treatment system to remove PFAS from Well 6 or drill a new well to replace Well 6.

Ruekert/Mielke submitted a proposal for engineering services to perform a PFAS Study for Well 6 and provide a Pre-design report for a permanent PFAS treatment facility. The services include a study to determine potential PFAS permanent treatment options and compare the costs and benefits of treatment to the construction of a new deep well to replace Well 6. If it is decided to provide permanent treatment at Well 6, a predesign report will be prepared with a pilot study of the temporary treatment system that is currently in operation and a description of the proposed treatment facilities and layout.

A draft report has been completed for review and discussion.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to review the draft report and provide any input or comments.

ANALYSIS

The first phase of this report includes a study to compare the advantages and disadvantages of providing a permanent treatment facility at Well 6 versus providing a new deep well to replace Well 6. The effectiveness and costs of different treatment alternatives to remove PFAS to determine the most effective and economic solutions. The addition of treatment to Well 6 will require either construction of a new building or addition to the existing building to accommodate the new facilities. The costs and feasibility of providing a new deep well were also reviewed.

RECOMMENDATION

No recommendation at this time.

Attachments – DRAFT report

Well 6 PFAS Alternative Study

Well 6 PFAS Alternative Study (Draft)
January 23, 2026

PREPARED FOR:
Village of Pewaukee
235 Hickory Street
Pewaukee, Wisconsin 53072

PREPARED BY:
Ruekert & Mielke, Inc.
W233 N2080 Ridgeview Parkway
Suite 300
Waukesha, WI 53188

Ruekert • Mielke

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1. INTRODUCTION AND BACKGROUND

In April of 2023, the Village of Pewaukee's (Village) Well 6, shown in Figure 1, was found to contain elevated levels of several different per- and polyfluoroalkyl substances (PFAS) and the well was taken offline. In June of 2025, a temporary PFAS treatment system was put into operation, and the well was brought back online. This temporary treatment system is planned to remain operational until the year 2028. Unless the Village renews the lease and continues operation of the temporary treatment system, they will either need to provide a long-term PFAS treatment facility or provide an alternative source to replace Well 6 by the end of the lease.

This study provides an evaluation to compare the costs and benefits of providing a new permanent PFAS treatment facility at Well 6 versus providing a new well to replace Well 6. The purpose of this study is to provide guidance to the Village on determining the most advantageous solution for the PFAS contamination in Well 6.

Figure 1: Well 6 Location

It was determined that providing a new well is likely to be more advantageous for the Village than constructing treatment facilities to remove PFAS. While PFAS contamination is the main constituent of concern, there is also a high concentration of chloride levels in Well 6, likely due to deicing salt at nearby school parking lots and roadways. Most PFAS treatment technologies do not remove chloride, except for reverse osmosis. While reverse osmosis was evaluated in this study, it would add significant operation and maintenance costs in addition to adding technology that would be unfamiliar to water utility staff. Providing a new well to replace Well 6 appears to be the best solution because it's the most cost effective alternative of meeting the Village's water capacity needs compared to providing treatment to address the PFAS and chloride contamination present in Well 6.

A. PFAS at Well 6

PFAS are a new category of contaminants that are regulated by the EPA under the Safe Drinking Water Act. The most common ways that groundwater is contaminated by PFAS include industrial discharges and firefighting foams. Initial federal attention to PFAS compounds started in the early 2000's. In 2016, the EPA issued a non-enforceable health advisory level for the compounds PFOA and PFOS of 70 parts per trillion (ppt) combined. In 2022, the state of Wisconsin issued enforceable maximum contaminant levels (MCL) for PFOA and PFOS that mirrored the EPA's advisory levels at 70 ppt combined.

The EPA has recently updated its MCLs for several PFAS compounds to be more stringent, as shown in Table 1. The update also includes expansion of the MCLs to include more PFAS compounds. Public water systems have until the year 2027 to complete three years of initial PFAS monitoring and until 2029 to implement treatment solutions where necessary. The EPA's new rule for PFAS MCLs is planned to be incorporated into Wisconsin Administrative Code NR 809 effective by Fall 2026.

The updated MCLs include a hazard index calculation where there are two or more of the following PFAS compounds: PFHxS, PFNA, HFPO-DA, and PFBS. A hazard index approximates the combined effects of multiple compounds. This hazard index calculation is useful where there are several PFAS compounds that are not individually present in high concentrations but may present a health risk when their combined effects are considered. The hazard index calculation approximates the cumulative health effects of small concentrations of multiple PFAS compounds which would not be accounted for by only evaluating individual compounds.

PFAS sampling results from 2023 show that the PFAS concentrations meet the current MCLs, but they exceed the proposed MCLs, as shown in Table 1. However, the temporary treatment system that is currently in operation removes all PFAS compounds to below the level of detection. The temporary treatment system uses filters with anion exchange media to remove the PFAS.

The source of the PFAS contamination is not certain, but it is suspected to come from either firefighting training or industrial activity in the vicinity of Well No. 6. Firefighting foams are a common source of PFAS, especially PFOS and PFOA which are both present in Well 6. This is an ongoing concern because the fire training area is still in operation and the WCTC is planning to add another fire training facility at that location. There are concerns that this could further contaminate Well 6.

Table 1: PFAS Regulatory Limits and Sampling Results

PFAS Chemical Name	Current MCL (2022)	Proposed MCL (2026)	Well 6 Raw Water Sample (2023)
PFOA	-	4 ppt	**11 ppt**
PFOS	-	4 ppt	**44 ppt**
PFHxS	-	10 ppt	**84 ppt**
HFPO-DA (GenX)	-	10 ppt	0 ppt
PFNA	-	10 ppt	0.71 ppt
PFBS	-	-	13 ppt
Combined PFOA & PFOS	70 ppt	-	55 ppt
Mixture of two or more: PFHxS, PFNA, HFPO-DA and PFBS[1]	-	1 (unitless) Hazard Index	**8.5**

Notes:
ppt = parts per trillion or ng/L

1. Hazard index is calculated per EPA requirements, as follows:

$$\textbf{Hazard Index (1 unitless)} = \frac{\textbf{HFPO} - \textbf{DA}_{\textbf{ppt}}}{\textbf{10 ppt}} + \frac{\textbf{PFBS}_{\textbf{ppt}}}{\textbf{2,000 ppt}} + \frac{\textbf{PFNA}_{\textbf{ppt}}}{\textbf{10 ppt}} + \frac{\textbf{PFHxS}_{\textbf{ppt}}}{\textbf{10 ppt}}$$

B. Chloride Concerns

Well 6 has experienced an increase in chloride concentration since its construction in 2006. In 2006, the chloride concentration in Well 6 was 130 mg/L; however, samples taken in 2024 and 2025 resulted in chloride concentrations greater than 400 mg/L. The secondary maximum contaminant level (SMCL) for chloride is 250 mg/L, putting Well 6 above the SMCL.

Table 2: Chloride in Well 6

Sample Date	Chloride Concentration
July 2006	130 mg/L
March 2024	410 mg/L
July 2025	430 mg/L
November 2025	390 mg/L

The main suspected source of chloride is the pavement salting operations at nearby school parking lots, roadways, and pathways which are shown in Figure 1. Salts used for deicing can often infiltrate into the ground and affect water quality. While chloride is not directly a health concern, its presence may be an indicator that the water in the well is subject to pollution from nearby streets and parking lots.

C. Iron Concerns

In 2006, when the well was first constructed and tested, the iron concentration measured 0.13 mg/L, which is below the SMCL of 0.3 mg/L. However, after the well rehabilitation work was completed in early 2025, the iron concentration was measured as high as 3.5 mg/L. This was a concern because iron can foul anion exchange (AIX) resin which was planned to be used as the filter media for the temporary PFAS treatment system. For AIX filter media, the concentration of iron should be below 0.3 mg/L to prevent fouling.

It was determined that the elevated iron concentration in the well was most likely caused by the release of iron during the well rehabilitation process completed a few weeks prior, combined with insufficient flushing following the rehabilitation. After several weeks of flushing to remove any excess iron, the concentration eventually returned to normal levels, as shown in Figure 2. Once the iron concentrations were low enough, the AIX treatment system was put into operation. Given that the iron levels have returned to acceptable levels, there are no ongoing concerns from the iron in the water.

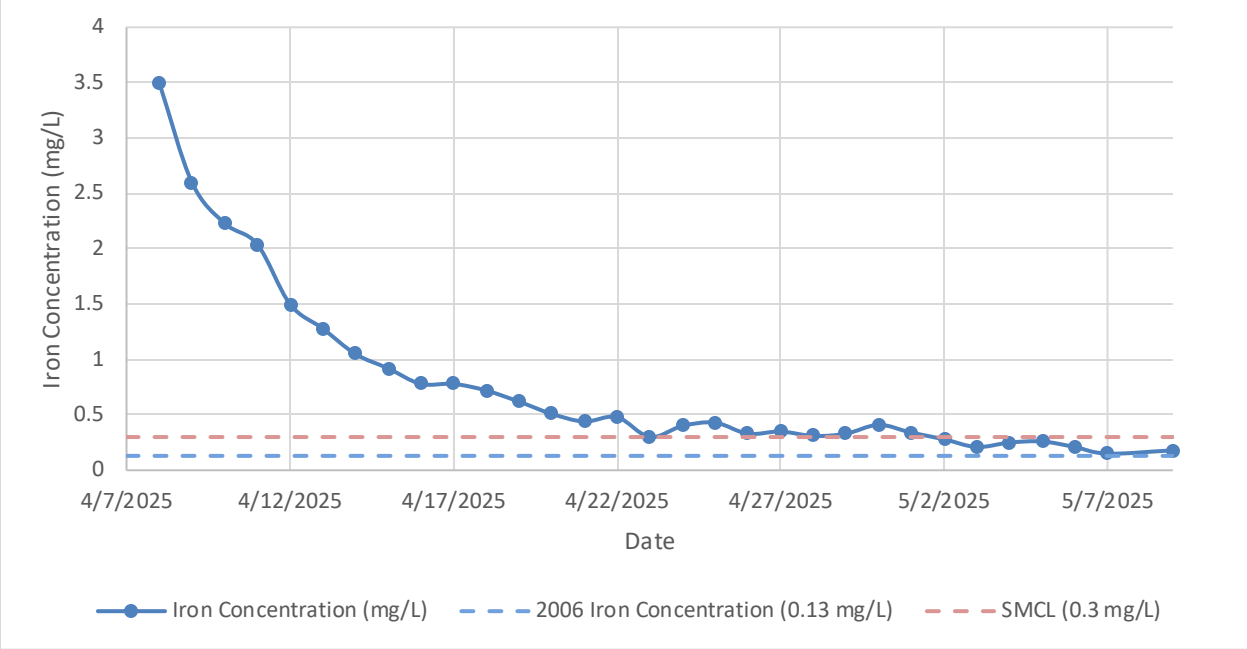


Figure 2: Iron Concentrations in Well 6 after Flushing

2. ALTERNATIVE 1: PROVIDE PFAS TREATMENT

Alternative 1 includes the addition of a treatment system at Well 6 to remove PFAS. Several different treatment alternatives were evaluated, including AIX, granular activated carbon (GAC), reverse osmosis (RO), and FLUORO-SORB®.

A. Treatment Alternatives

1. Alternative 1A: Anion Exchange (AIX)

AIX is an increasingly common treatment method that is effective for removing PFAS from water, particularly short-chain compounds such as PFBS and PFHxS. AIX systems use synthetic resin beads that selectively bind negatively charged PFAS molecules through ion exchange, offering strong performance in both pilot and full-scale applications.

The biggest advantage of AIX filter media is that it has a much lower empty bed contact time (EBCT) than GAC systems. The typical EBCT for AIX filter media is between 2 and 3 minutes, which results in much smaller filter vessels. Filters that use AIX media are often significantly smaller than an equivalent filter with GAC media.

AIX media needs to go through a regular low-flow backwash cycle, often termed “backfluff”, to redistribute the media. This “backfluff” cycle uses a fraction of the volume of water that a traditional backwash cycle would use.

AIX media has been shown to achieve somewhat better removal of short-chain PFAS compounds than long-chain compounds. This means that the presence of higher concentrations of long-chain compounds may result in earlier breakthrough and more frequent media replacement. Some other disadvantages to AIX media include that the media is more susceptible to fouling. Additionally, when the media needs to be replaced, the spent media will need to be incinerated, adding to replacement costs. Media replacement for AIX systems typically occurs every 2 to 5 years, depending on water quality. The temporary PFAS treatment system that is currently in operation at Well 6 in the Village of Pewaukee is an AIX system and the results currently show a 100% removal rate of PFAS.

A conceptual treatment design for an AIX filter system is included in Appendix A. Table 3 summarizes preliminary filter sizing and design for AIX filters at Well 6. The AIX filtration system would need to include two filter vessels in a lead-lag configuration, each with a diameter of 8 ft and a side shell height of 8 ft, resulting in an EBCT of 2.5 minutes in the lead vessel. Typically, AIX filter media needs to be replaced every 2 to 5 years; however, this would need to be estimated during a pilot study. The filter media replacement would include replacing the media in the lead vessel, after which, the vessel order is switched, and the lead vessel becomes the lag vessel.

Table 3: AIX Preliminary Design Parameters

Parameter	Preliminary Design
Filter Configuration	Lead-Lag
Design Flow Rate	600 gpm
Vessel Diameter	8 ft
Side Shell Height	8 ft
Number of Vessels	2
Media Weight/Volume per Vessel	5,200 lbs. / 200 ft^3
Empty Bed Contact Time (Lead Vessel)	2.5 minutes
Total Filter Skid Footprint	27 ft x 16 ft
Total Filter Skid Height	17 ft-7 in
Approximate Media Replacement Frequency (Lead Filter Only)	2 to 5 years

2. Alternative 1B: Granular Activated Carbon (GAC)

GAC treatment is the most common method for the removal of PFAS through an adsorption process where the PFAS molecules adhere to the porous surface of the carbon particles. The porous surface allows the carbon to attract and trap contaminants as the water flows through the system. GAC is particularly effective for long-chain PFAS, such as PFOA and PFOS. These compounds have a higher molecular weight and stronger hydrophobic properties, which makes them more likely to adsorb onto the porous surface of activated carbon, making GAC a reliable solution for reducing PFAS concentrations in various water sources.

The advantages of GAC include its broad contaminant removal capabilities, commercial availability, and relatively simple operation. Given that GAC filtration is the most common method for PFAS removal in municipal drinking water applications, it has a well-established precedent of successful treatment procedures.

GAC is somewhat less effective for removal of short-chain PFAS compounds, such as PFXHS, which is present at a relatively high concentration of 84 ng/L in Well 6. This means that the presence of higher concentrations of short-chain compounds may result in earlier breakthrough and more frequent media replacement. Additionally, the typical EBCT for GAC filter media for effective removal of PFAS is between 10 and 20 minutes, which often results in very large filter vessels. For example, in the City of Adams, Wisconsin, a 900-gpm well with PFAS contamination was equipped with two 12-ft diameter by 26-ft tall GAC filter vessels to remove PFAS.

GAC media needs to be backwashed regularly, about every 6 months. Backwash cycles typically require tens of thousands of gallons of water. If the backwash rate exceeds the capacity of downstream sewer pipes, a backwash storage tank is needed to equalize discharge and avoid overwhelming the sewer.

GAC media needs to be replaced or regenerated regularly, typically every 1.5 to 3 years, sometimes more depending on characteristics of the water. It is becoming increasingly common to regenerate rather than dispose of spent GAC media. The regeneration process involves removal of the media and shipping it to a specialized GAC regeneration plant where the media is heated to a high temperature in an oxygen-controlled environment and the pollutants, including PFAS, are destroyed. Regeneration is often more economical than disposal and replacement of GAC media; however, this would require placing the treatment system offline during shipment of the media to a specialized regeneration site of which there are only a few in the country. For this reason, it is currently more common to replace rather than regenerate GAC filter media.

A conceptual treatment design for a GAC filter system is included in Appendix A. Table 4 summarizes the preliminary filter sizing and design for GAC filters at Well 6. The filtration system would need to include two filter vessels in a lead-lag configuration, each with a diameter of 10 ft and a side shell height of 12 ft. This allows the filter system to achieve an EBCT of 10 minutes in the lead vessel. Typically, GAC filter media needs to be replaced every 1.5 to 3 years, however, this would be estimated during a pilot study. The filter media replacement would include replacing the media in the lead vessel, after which, the vessel order is switched, and the lead vessel becomes the lag vessel.

Table 4: GAC Preliminary Filter Design Parameters

Parameter	Preliminary Design
Filter Configuration	Lead-Lag
Design Flow Rate	600 gpm
Vessel Diameter	10 ft
Side Shell Height	12 ft
Number of Vessels	2
Media Weight/Volume per Vessel	20,000 lbs. / 770 ft^3
Empty Bed Contact Time (Lead Vessel)	10 minutes
Total Filter Skid Footprint	25 ft x 13 ft
Total Filter Skid Height	22 ft-7 in
Approximate Media Replacement Frequency (Lead Filter Only)	1.5 to 3 years

3. Alternative 1C: Reverse Osmosis (RO) and Anion Exchange (AIX)

Another treatment option for PFAS removal is RO filtration. RO is effective at removing a wide range of contaminants, including PFAS and chlorides. RO uses a semi-permeable membrane to remove ions, molecules, and larger particles from water. Pressure is applied to force water through the membrane, which blocks impurities while allowing clean water to pass through. Given that there are high chlorides in Well 6, RO could be a solution to both the PFAS and chloride issues; however, there are several factors that need to be considered to determine whether RO is the best treatment technology for this application.

RO removes water hardness which increases the corrosivity of the water; therefore, a portion of the supply would need to bypass the RO filtration system and blend with the treated water to avoid issues with water corrosivity. Given the high levels of PFAS compounds, the portion water that bypasses RO filtration would need to be treated using a GAC or AIX filter to remove PFAS before it blends back into the RO-treated water.

RO systems also result in high pressure loss and typically require a post-treatment break tank and pressure boosting system. This pressure boosting would result in higher energy consumption. Additionally, about 10%-15% of water is wasted in a typical RO treatment system. The rejected water, or concentrate, will contain high levels of PFAS and may need to be filtered before discharging to the sewer. There is no nearby sewer to which to discharge the concentrate stream, consequently, a new force main and sewer pump would need to be installed.

An RO system also requires regular cleaning to remove mineral deposits to ensure the membranes are not fouled. The cleaning process requires clean-in-place (CIP) equipment, including a CIP tank to store chemical solution (about 1,500 gallons) and a CIP pump skid that pumps the solution to clean the membranes. Additionally, RO membranes typically need to be replaced every 5 to 10 years.

Given the increased energy usage, high amount of wasted water, additional operation complexity, and maintenance costs, even though RO would provide a solution to both the PFAS and chloride contamination, it may not provide the best long-term solution. Adding an RO system to the Village's water system would add complex equipment and new procedures that would require additional training and certifications for the water utility staff. Table 5 shows a summary of the advantages and disadvantages of each of the treatment technologies discussed previously. A conceptual treatment design for a RO system is included in Appendix A.

4. Alternative 1D: FLUORO-SORB® Media

Another media type that was considered is FLUORO-SORB®, which is a new and upcoming treatment technology for the removal of PFAS in water, soil, and sediment. FLUORO-SORB® works by combining hydrophobic and electrostatic interactions to bind PFAS molecules to its modified clay surface. The dual mechanism allows it to capture a broad range of PFAS compounds such as PFOA, PFOS, PFBS, and PFHXA. This filter media type typically has an EBCT of 2 to 3 minutes, similar to AIX media.

One disadvantage of FLUORO-SORB® is that it is a newer technology, and it is not commonly used. Currently, there are very few examples of this media type being used in full-scale drinking water treatment applications for PFAS removal. Preliminary filter sizing is not performed for FLUORO-SORB® filter media because there is very little precedent for the use of this media type in municipal drinking water applications. However, given that it has a similar EBCT to AIX media, the filter design, sizing, and footprint would likely be very similar. FLUORO-SORB® is not considered further in this study.

Table 5: PFAS Removal Technology Comparison

Treatment Technology	EBCT	Advantages	Disadvantages
AIX	2-3 minutes	• Lower EBCT results in smaller filter footprint than GAC. • More effective for removal of short-chain PFAS compounds. • Regular backwashes are not required. Only a smaller "backfluff" to redistribute media.	• Disposal of spent media is expensive because it must be incinerated. • Media life is reduced by presence of iron above 0.3 mg/L. • Media life may be reduced by presence of higher concentrations of long-chain PFAS compounds. • The "backfluff" procedure will require a force main and sewer pump to convey wasted water to sewer
GAC	10-20 minutes	• GAC is the most widely used media for PFAS treatment • Spent media can be regenerated. • More effective for removal of long-chain PFAS compounds.	• Higher EBCT results in large filter vessels. • Media life may be reduced by presence of higher concentrations of short-chain PFAS compounds. • Requires occasional backwashing using large amounts of water. Will require a backwash tank, force main, and sewer pump to convey backwash water to sewer
RO and AIX	-	• Removes a wide variety of substances, including PFAS and chlorides.	• Highest operation and maintenance costs • Requires pressure boosting. • A portion of the flow would need to bypass the RO system. Bypass flow will require smaller AIX filters to remove PFAS. • The waste stream may need to pass through AIX filters to remove PFAS. • Additional training and certifications would be required to operate.

B. Preliminary Cost Estimates

A preliminary cost analysis was done for AIX, GAC, and RO filter systems. The cost estimates include capital for filtration equipment, media, backwash tank, building expansion, process piping, electrical, and controls for each media type. Additionally, an annual operation and maintenance cost (O&M) is estimated for each filter type.

The total costs for an AIX filter system at Well 6 are summarized in Table 6. The total construction and capital costs are estimated to be about $4.98 million. The annual O&M costs, including filter media replacement, is estimated to be about $43,300 per year. Over the course of 30 years, total cost is estimated to be about $6.28 million in 2026 dollars.

The total costs for a GAC filter system at Well 6 are summarized in Table 7. The total construction and capital costs are estimated to be about $5.86 million and the annual O&M cost, including filter media replacement, is estimated to be about $47,500. Over the course of 30 years, total cost is estimated to be about $7.29 million in 2026 dollars.

The total costs for a RO and AIX system at Well 6 are summarized in Table 8. The total construction and capital costs are estimated to be about $5.75 million and the annual O&M cost, including filter media replacement, is estimated to be about $134,000. Over the course of 30 years, total cost is estimated to be about $13.04 million in 2026 dollars. RO adds a significant cost for O&M which makes this alternative the most expensive over a 30-year life cycle.

One of the main reasons that the GAC system is more expensive than the AIX system is the building height. The total heights of the GAC and AIX filter skids are 22 ft-7 in and 17 ft-7 in, respectively. The GAC system will require a total building height that is 5 feet taller than what would be needed for the AIX system, which adds significantly to the building costs.

For the cost estimates, it was assumed that the GAC media will be replaced every 2 years and the AIX media every 3 years; however, the actual replacement frequency will not be determined until a pilot test is performed. Typically, GAC media needs to be changed every 1.5 to 3 years and AIX media every 2 to 5 years. However, if pilot testing indicates that one filter media has breakthrough much sooner than expected, this could significantly increase the 30-year cost of that media.

If the Village decides to pursue treatment rather than providing a new well, a pilot test would be required. The pilot test would include evaluating each media type. The cost of the pilot test would be about $50,000. Once pilot testing is completed, the cost estimates in this study should be updated to reflect the results of the pilot study.

C. Other Considerations

In addition to costs, there are several other factors that should be considered when evaluating the treatment alternatives. The Washington County Technical College (WCTC) is planning to add another fire training facility to the fire training area. Assuming that the fire training area is the source of the PFAS contamination, which is not known for certain, this could result in further contamination Well 6 which is about 700 ft away. PFAS concentrations in Well 6 could increase over time due to the continued fire training operations. Higher PFAS concentrations would reduce filter media life and increase the frequency of media changeout. This uncertainty around future PFAS concentrations in Well 6 means that the long-term effectiveness of treatment is also uncertain.

Additionally, each of the three treatment alternatives add to the operating complexity of the water system. The water system does not currently include any of the treatment technologies that would be used to remove PFAS and would require additional training and potential additional certifications for water utility staff. For example, in Wisconsin, the DNR requires operators to go through specialized training and certification to operate RO facilities.

Table 6: Alternative 1A – AIX Preliminary Cost Estimate

Item Description	Unit	Unit Price	Quantity	Total
Construction and Capital Costs				
AIX Pressure Filter Skid and Bag Filters[1]	LS	$630,000	1	$630,000
Concrete Backwash Tank (±5,000 gallons)	LS	$100,000	1	$100,000
Selective Demolition of Existing Wall and Roof	LS	$100,000	1	$100,000
Building Expansion (19-ft Ceiling Height)[2]	SF	$1,500	1,000	$1,500,000
Process Piping (surface area)	SF	$1,000	300	$300,000
Electrical Panels and Controls	LS	$400,000	1	$400,000
Site Work	LS	$200,000	1	$200,000
Force Main and Sanitary Pump	LS	$100,000	1	$100,000
SCADA and Telemetry	LS	$60,000	1	$60,000
Subtotal:				**$3,390,000**
Contractor Bonds and Insurance and General Conditions[3]:				$440,700
Construction Total (Bid Cost):				$3,830,700
Engineering, Legal, Administration and Contingencies[4]:				$1,149,210
Estimated Total Construction and Capital Costs:				**$4,980,000**
Annual O&M Costs				
Annual Labor Costs[5]	HR	$50	100	$5,000
Media Disposal and Replacement[6]	LS	$45,000	1	$38,300
Subtotal Annual O&M Costs:				**$43,300**
Total 30-Year Annual O&M Costs				**$1,299,000**
Total 30-Year Life Cycle Cost				**$6,279,000**

Notes:

1. Includes (2) 8 ft Pressure Vessels and associated piping and equipment.
2. Includes building expansion with 16 ft roof height.
3. Assuming 13% for bonding, insurance and other general condition costs.
4. Includes 30% for engineering, legal, administration, and contingencies.
5. Assuming an average of 2 additional man-hours per week for operation, backwashing, bag filter replacements, and sampling.
6. Total cost for media replacement and disposal is estimated to be $115,000 at a frequency of 3 years, which is about $38,300 per year.

Table 7: Alternative 1B – GAC Preliminary Cost Estimate

Item Description	Unit	Unit Price	Quantity	Total
Construction and Capital Costs				
GAC Pressure Filter Skid[1]	LS	$700,000	1	$700,000
Concrete Backwash Tank (±45,000 gallons)	LS	$350,000	1	$350,000
Selective Demolition of Existing Wall and Roof	LS	$100,000	1	$100,000
Building Expansion (24-ft Ceiling Height)[2]	SF	$1,800	960	$1,728,000
Process Piping (surface area)	SF	$1,000	350	$350,000
Electrical Panels and Controls	LS	$400,000	1	$400,000
Site Work	LS	$200,000	1	$200,000
Force Main and Sanitary Pump	LS	$100,000	1	$100,000
SCADA and Telemetry	LS	$60,000	1	$60,000
Subtotal:				**$3,988,000**
Contractor Bonds and Insurance and General Conditions[3]:				$518,440
Construction Total (Bid Cost):				$4,506,440
Engineering, Legal, Administration and Contingencies[4]:				$1,351,932
Estimated Total Construction and Capital Costs:				**$5,860,000**
Annual O&M Costs				
Annual Labor Costs[5]	HR	$50	100	$5,000
Media Disposal and Replacement[6]	LS	$45,000	1	$42,500
Subtotal Annual O&M Costs[6]:				**$47,500**
Total 30-Year Annual O&M Costs				**$1,425,000**
Total 30-Year Life Cycle Cost				**$7,285,000**

Notes:

1. Includes (2) 10 ft Pressure Vessels and associated piping and equipment.
2. Includes building expansion with 22 ft roof height.
3. Assuming 13% for bonding, insurance and other general condition costs.
4. Includes 30% for engineering, legal, administration, and contingencies.
5. Assuming an average of 2 additional man-hours per week for operation, backwashing, and sampling.
6. Total cost for media replacement and disposal is estimated to be $75,000 at a frequency of 2 years, which is about $42,500 per year.

Table 8: Alternative 1C – RO Preliminary Cost Estimate

Item Description	Unit	Unit Price	Quantity	Total
Construction and Capital Costs				
Reverse Osmosis Treatment Skid and Equipment	LS	$600,000	1	$600,000
Clean-In-Place Equipment	LS	$100,000	1	$100,000
Concrete Break Tank	LS	$100,000	1	$100,000
Selective Demolition of Existing Wall and Roof	LS	$100,000	1	$100,000
Building Expansion (12-ft Ceiling Height)[2]	SF	$1,000	1,300	$1,300,000
Process Piping (surface area)	SF	$1,000	400	$400,000
AIX Pressure Filters on Bypass & Concentrate Lines	LS	$400,000	1	$400,000
Booster Pumps	LS	$150,000	1	$150,000
Electrical Panels and Controls	LS	$400,000	1	$400,000
Site Work	LS	$200,000	1	$200,000
Force Main and Sanitary Pump	LS	$100,000	1	$100,000
SCADA and Telemetry	LS	$60,000	1	$60,000
Subtotal:				**$3,910,000**
Contractor Bonds and Insurance and General Conditions[3]:				$508,300
Construction Total (Bid Cost):				$4,418,300
Engineering, Legal, Administration and Contingencies[4]:				$1,325,490
Estimated Total Construction and Capital Costs:				**$5,750,000**
Annual O&M Costs				
Electricity Costs[6]	LS	$9,000	1	$9,000
Reverse Osmosis Operation and Maintenance	LS	$100,000	1	$100,000
Media Disposal and Replacement[7]	LS	$17,000	1	$25,000
Subtotal Annual O&M Costs:				**$134,000**
Total 30-Year Annual O&M Costs				**$7,290,000**
Total 30-Year Life Cycle Cost				**$13,040,000**

Notes:

1. Includes (2) 8 ft Pressure Vessels and associated piping and equipment
2. Includes building expansion with 12 ft roof height.
3. Assuming 13% for bonding, insurance and other general condition costs.
4. Includes 30% for engineering, legal, administration, and contingencies.
5. Assuming an average of 2 additional man-hours per week for operation, backwashing, bag filter replacements, and sampling.
6. Assuming 12 hours/day of pressure boosting using a 20 hp pump at an electricity cost of $0.17/kWh.
7. Total cost for media replacement and disposal is estimated to be $75,000 at a frequency of 3 years, which is about $25,000 per year.

3. ALTERNATIVE 2: PROVIDE A NEW DEEP WELL

The other alternative solution to the PFAS contamination in Well 6 is to provide a new well. Well 6 has a depth of 153 ft which is shallow compared to the Village's other wells which range from 790 to 1,250 ft in depth. If a new well is provided, it is recommended that a new deep bedrock well be constructed instead of a shallow sand and gravel well, which has a lesser chance of containing PFAS contamination. With the history of the nearby deep well aquifers in the Village and nearby communities, there is the possibility of elevated levels of radionuclides occurring in the new deep well. However, there is no certainty of radionuclides present until the well is drilled and tested.

Well 6 is about 2,000 ft away from Well 4, but the two wells do not have any negative impacts on each other because they withdraw water from very different depths. If a new deep well were constructed at the Well 6 site, it would be within the zone of influence of Well 4 and would potentially result in drawdown of the water table. Therefore, if it is decided to construct a new deep well, it is recommended that the well site be located about a mile away from other deep wells. The existing distribution system and well locations are shown in Appendix B, as well as potential locations for a new deep well. Several well sites were considered and are described in the next paragraphs.

A. Potential Well Sites

Several potential well sites were identified and are shown in Appendix B. Most of the potential sites are about a mile away from the Village's other wells and from other neighboring municipal wells. This study does not include a detailed evaluation of the well sites, nor a determination of the best site. A separate study may need to be conducted to review the hydrogeology of the well sites and to determine the most advantageous location for a new well.

B. Potential for Radioactivity

As mentioned previously, a disadvantage of drilling a new deep well is that there is high potential for the presence of radionuclides. If a new deep well is drilled and the water is found to exceed the MCLs for radioactivity, then treatment would be required to remove the radioactivity. Table 9 shows the radioactivity of Wells 2 through 6. Water from Well 5 is treated for radionuclides removal using hydrous manganese oxide (HMO) and pressure filters. A new HMO facility is currently under construction at Well 4 for radionuclides removal. Well 2 also has a history with radioactivity. Currently, this well has a packer installed to block off the upper portion of the well which is the main source of radium and gross alpha. However, the use of a packer is not an allowable permanent solution for reduction of radionuclides and a new well, Well 7, is proposed to replace Well 2. Well 3 has radionuclides in the water, but at levels that are lower than the MCLs; therefore, treatment is not required. Given the history of radionuclides in the Village, there is a high probability that a new deep well will require treatment.

C. Preliminary Cost Estimates

If it is decided to construct a new deep well, the Village should assume that the new well will require HMO filtration for removal of radionuclides until the well is drilled and the water quality can be confirmed. The total cost for a new deep well and HMO treatment facility to remove radionuclides is estimated to be about $7.1 million. Annual O&M of a new deep well and HMO treatment facility, including labor, maintenance, and HMO chemical costs are estimated to be about $43,200. Therefore, over the span of 30 years, the total capital costs and O&M costs would be about $8.4 million in 2026 dollars.

D. Other Considerations

There are several other factors to consider with Alternative 2. The WCTC is planning to add another fire training facility to the fire training area that is less than 700 ft from Well 6. If this fire training facility is the source of the PFAS contamination in Well 6, then there are ongoing concerns with further PFAS contamination. If a new deep well is constructed at a new site, this would address the PFAS concern. Alternative 2 also solves the chloride issues in Well 6.

Additionally, if the new deep well needs treatment to remove radionuclides, the water utility staff are already experienced with operating HMO treatment facilities. Alternatively, the addition of PFAS treatment facilities would introduce new technology and O&M procedures that are unfamiliar to the water utility staff and would add to the operational complexity.

Table 9: Radioactivity Samples for Wells 2 Through 6

Well Characteristics and Water Quality	Well 2	Well 3	Well 4[1]	Well 5[2]	Well 6	MCL
Well Depth, ft	1,250	1,125	1,226	790	153	-
Sample Date	6/24/2025	1/25/2025	1/24/2023	2/4/2025	8/22/2007	-
Radioactivity, Gross Alpha, pCi/L (including Uranium and Radon)	8.1	6.49	11.2	0	2.5	15
Radioactivity, Gross Alpha, pCi/L (excluding Uranium and Radon)	7.77	6.38	11.1	0	Not Tested	-
Radium 226, pCi/L	1.29	2.12	3.36	0.314	0.15	5
Radium 228, pCi/L	2.07	1.18	4.79	0.583	0.86	5
Radium 226+228 pCi/L	3.36	3.3	**8.15**	0.897	1.01	5
Combined Uranium, µg/L	0.484	0.16	0.173	0.172	0.32	30

Notes:
1. Raw water sample taken from HMO treatment pilot study report.
2. Well 5 includes treatment for radionuclide removal. Sample is taken post-treatment

Table 10: Alternative 2 – New Deep Well Preliminary Cost Estimate

Item Description	Unit	Unit Price	Quantity	Total
Construction and Capital Costs				
Deep Well Construction	LS	$1,300,000	1	$1,300,000
Well Station and Building (12-ft Ceiling Height)[1]	SF	$1,000	1,500	$1,500,000
HMO Treatment System and Filters[2]	LS	$800,000	1	$800,000
Process Piping (surface area)	SF	$1,000	500	$500,000
Concrete Backwash Tank (±20,000 gallons)	LS	$250,000	1	$250,000
Electrical Panels and Controls	LS	$200,000	1	$200,000
Site Work	LS	$150,000	1	$150,000
Force Main and Sanitary Pump	LS	$100,000	1	$100,000
SCADA and Telemetry	LS	$60,000	1	$60,000
Subtotal:				**$4,860,000**
Contractor Bonds and Insurance and General Conditions[3]:				$631,800
Construction Total (Bid Cost):				$5,491,800
Engineering, Legal, Administration and Contingencies[4]:				$1,647,540
Estimated Total Construction and Capital Costs:				**$7,140,000**
Annual O&M Costs				
Labor Costs[5]	HR	$50	500	$25,000
HMO Chemical Costs[6]	LB	$0.70	26,000	$18,200
Subtotal Annual O&M Costs:				**$43,200**
30-Year Net Present Value of Annual Costs				**$1,296,000**
Total 30-Year Life Cycle Cost				**$8,436,000**

Notes:
1. Includes building, generator, and process piping.
2. HMO treatment equipment such as pressure filters, chemical feed equipment, piping, etc.
3. Assuming 13% for bonding, insurance and other general condition costs.
4. Includes 30% for engineering, legal, administration, and contingencies.
5. Assuming 2 man-hours per day, 5 days per week.
6. Assuming an average use of 8 gallons of HMO chemical per day at 9 lbs. per gallon.

4. CONCLUSION AND RECOMMENDED ALTERNATIVE

A. Recommended Alternative

This study includes an evaluation of several alternatives to address the PFAS contamination in Well 6. The alternatives that were considered involve either providing a new treatment facility to remove PFAS or providing a new deep well to replace Well 6.

The alternative that we recommend is to construct a new deep well rather than provide treatment at Well 6. Even though Alternative 2 is not the cheapest alternative, providing a new deep well appears to best meet the needs of the Village and provide the longest-term solution. While providing AIX or GAC filters to remove PFAS would be less expensive than providing a new deep well facility, it would not address the chloride concerns. Providing an RO system would address both the chloride and the PFAS concerns; however, this alternative would not only add significant annual O&M costs to operate, but it would also add a new level of operational complexity to water utility staff that do not have experience with RO. Additionally, with the ongoing fire training operations and the plans to expand the fire training facilities, there is potential for further PFAS contamination and uncertainty in the long-term effectiveness of treatment.

Even though constructing a new deep well is likely to require the construction of an HMO treatment facility to remove radionuclides, this alternative provides the most certainty in addressing PFAS and chloride contamination. Additionally, the water utility staff already has experience with O&M of HMO treatment facilities. A summary of the costs and key advantages and disadvantages for each alternative is given in Table 11.

B. Next Steps

If the Village decides to pursue replacing Well 6 with a new deep well, here are some of the next steps that will need to be taken. This process can take several years until the new deep well is fully operational:

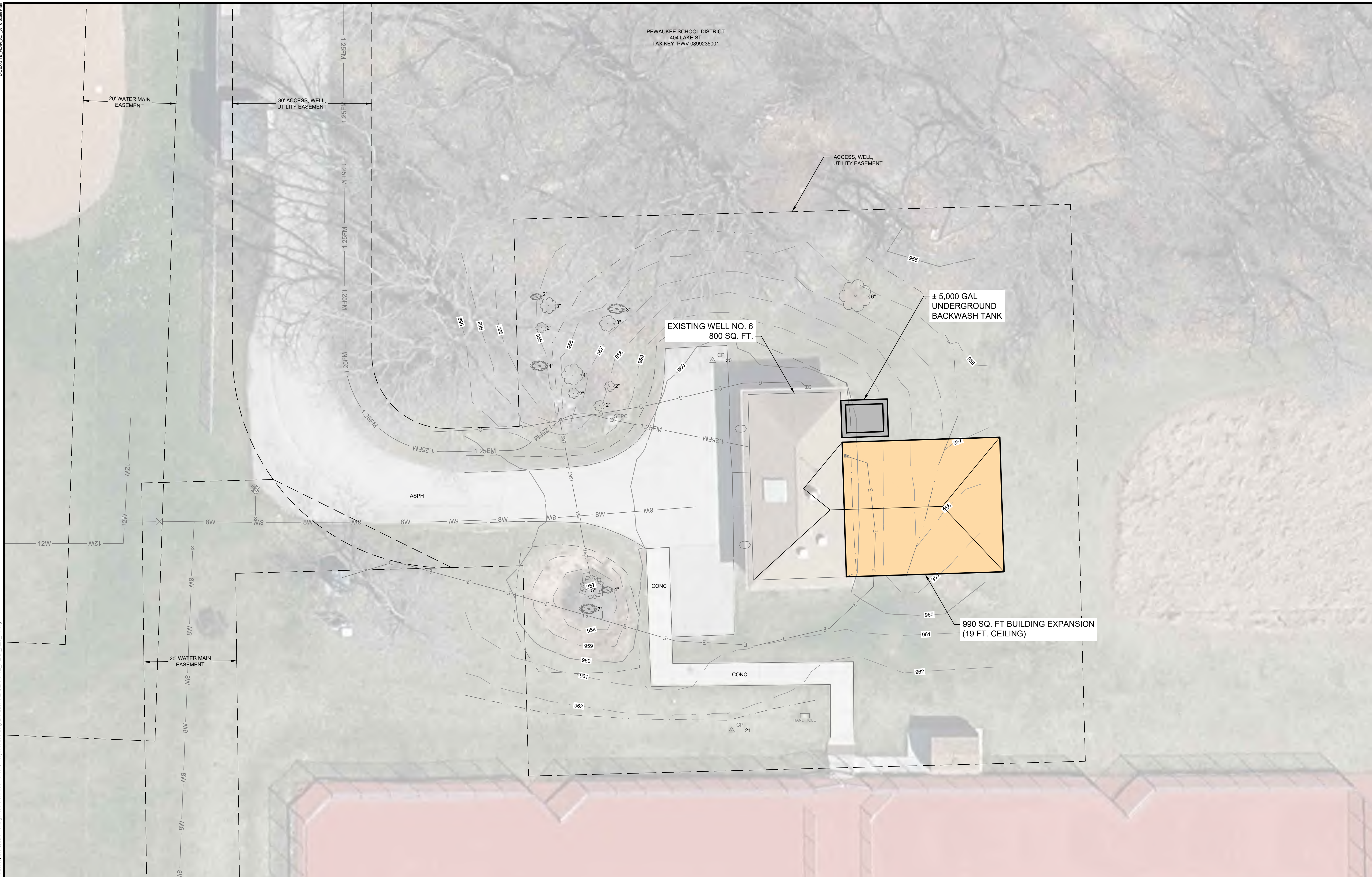
1. Perform a preliminary well siting study to select a site for the new deep well.
2. Prepare and submit WDNR Well Site Investigation Report (WSIR) which is more detailed evaluation of setbacks, environmental factors, potential contamination sources. Achieve approval.
3. Construct a test well to ensure adequate well capacity and water quality.
4. Begin negotiations to purchase land if required.
5. Prepare PSC Threatened and Endangered Species survey.
6. Prepare PSC submittal application including environmental information, alternatives, justification and cost estimates.
7. Develop responses to PSC questions regarding alternative ways to eliminate or postpone need for well. Receive PSC approval.
8. Finalize land purchase if required.
9. Prepare well design plans and specifications.
10. Address WDNR and PSC comments about the proposed well design.
11. Conduct public bidding for well.
12. Construct well.
13. Conduct well testing and commissioning.
14. Design, bidding, and construction of building and treatment facilities.
15. Create a Wellhead Protection Plan. Obtain WDNR approval.
16. Abandon Well 6 and demolish building.

Table 11: Summary of Costs, Advantages, and Disadvantages for Each Alternative

Alternative	Total Construction and Capital Costs	Annual O&M Costs	30-Net Present Value	Key Advantages	Key Disadvantages
Alternative 1: Treatment					
Alternative 1A: AIX	$4,980,000	$43,300	$6,279,000	• Smaller filter footprint than GAC. • Requires less significantly less backwash volume than GAC.	• Media replacement of lead filter every 2-5 years • Media disposal is expensive. • Does not address chlorides issue in Well 6.
Alternative 1B: GAC	$5,860,000	$47,500	$7,285,000	• Most commonly used treatment technology for PFAS treatment.	• Large filter footprint. • Media replacement or regeneration every 1.5-3 years. • Does not address chlorides issue in Well 6.
Alternative 1C: RO and AIX	$5,750,000	$134,000	$13,040,000	• Removes chlorides. • Removes a wide variety of other substances in addition to PFAS and chlorides, offering protection against other potential contaminants.	• Add significant O&M costs for booster pumping, clean-in-place equipment for membrane maintenance. • Adds significant operational complexity, requiring additional training and certifications for water utility staff.
Alternative 2: New Deep Well					
Alternative 2: New Deep Well with HMO	$7,140,000	$43,200	$8,436,000	• Addresses both PFAS and chloride issues. • Water utility staff is already familiar with HMO treatment technology if it is needed. • Provides the longest-term solution.	• More expensive than Alternatives 1A and 1B. • Further investigation will be needed to determine best site for new deep well.

APPENDIX A

CONCEPTUAL TREATMENT DESIGN



SITE PLAN ALTERNATIVE A

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WELL 6 PFAS TREATMENT CONCEPTUAL DESIGN
SITE PLAN ALTERNATIVE A:
ANION EXCHANGE FILTERS VESSELS

VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

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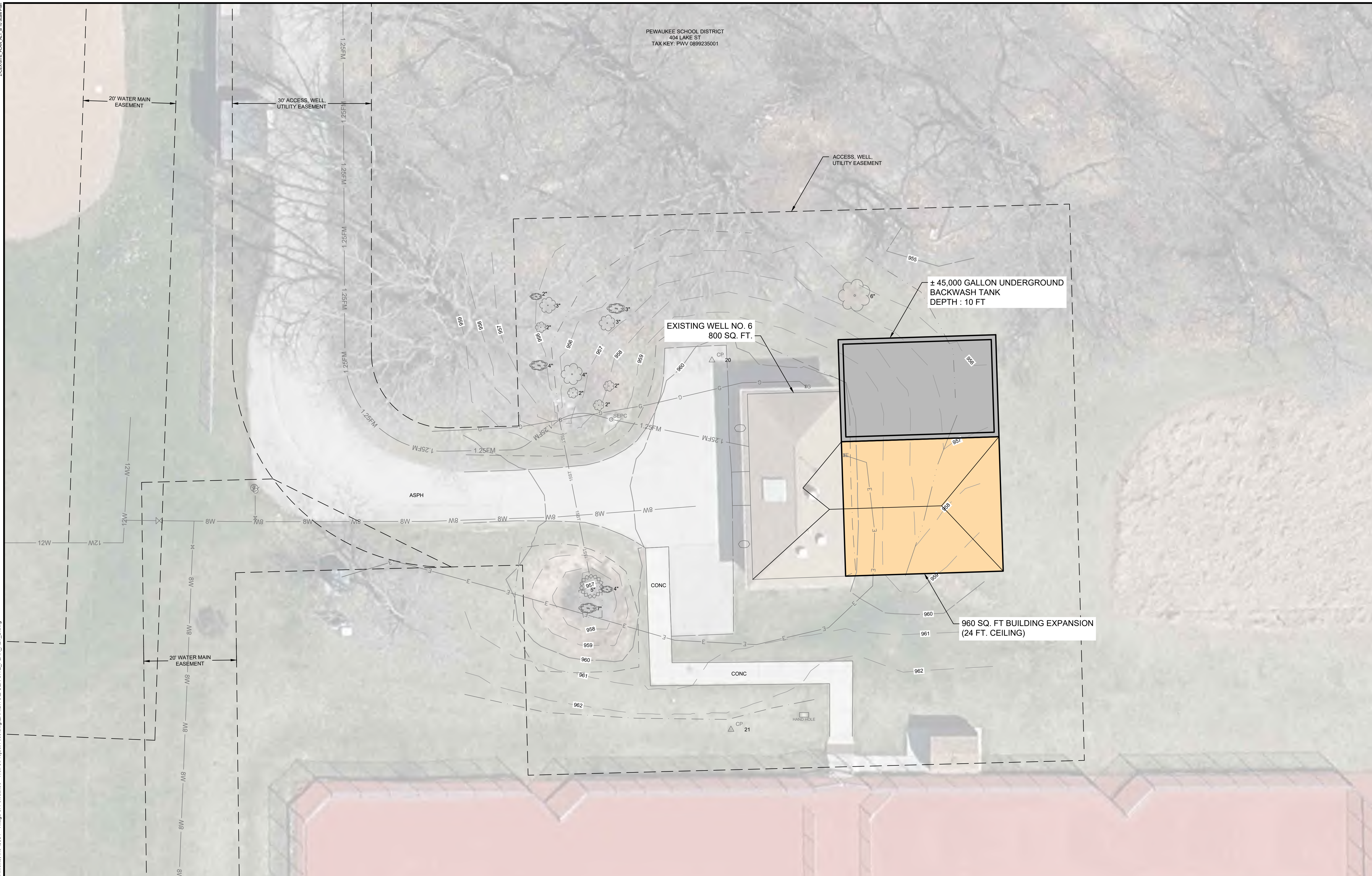

SITE PLAN ALTERNATIVE B

0 5 10 20 FT

N

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REVISIONS

WELL 6 PFAS TREATMENT CONCEPTUAL DESIGN
SITE PLAN ALTERNATIVE B:
GRANULAR ACTIVATED CARBON FILTER VESSELS

VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

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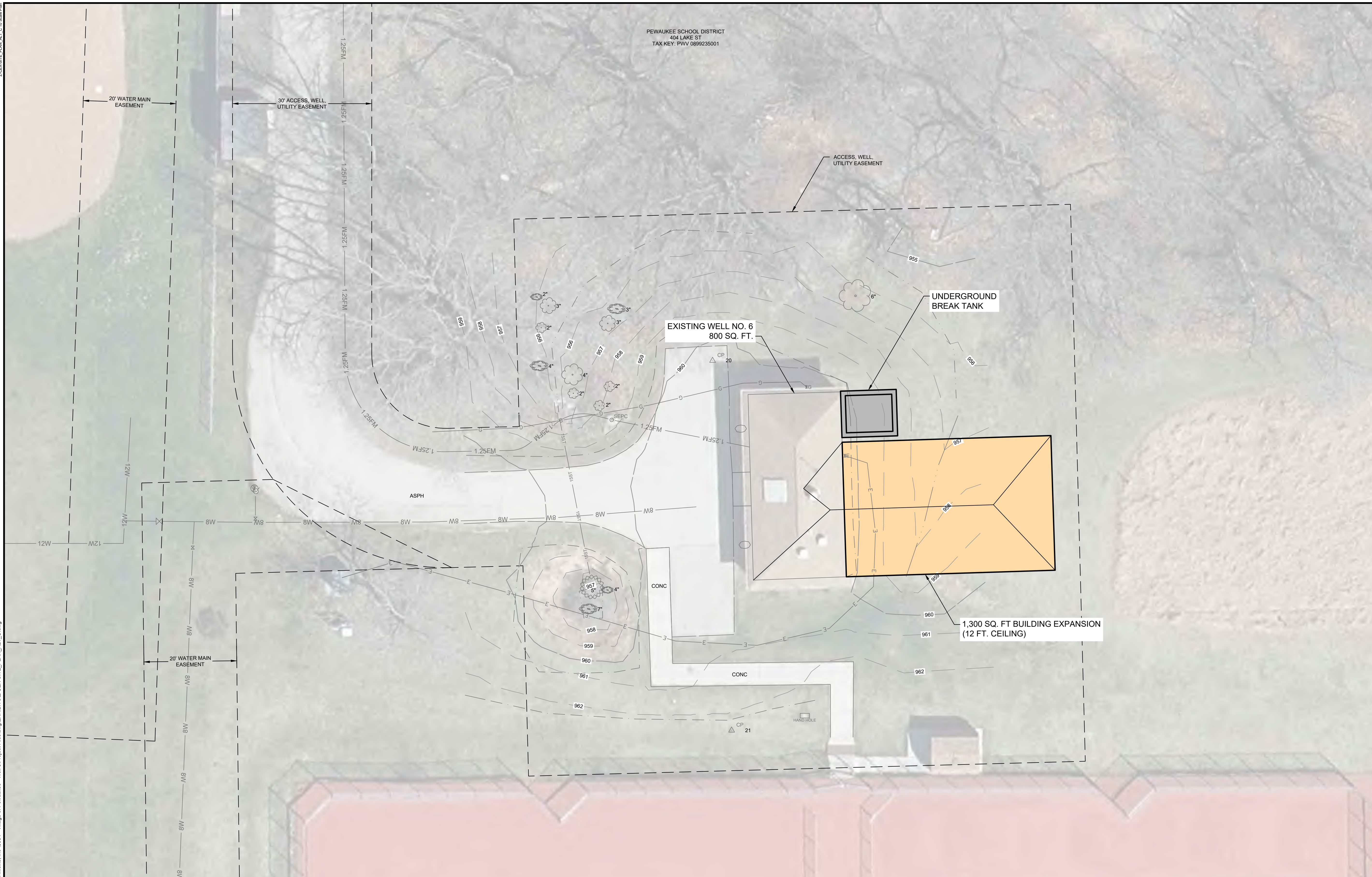

SITE PLAN ALTERNATIVE A

0 5 10 20 FT

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WELL 6 PFAS TREATMENT CONCEPTUAL DESIGN
SITE PLAN ALTERNATIVE C:
REVERSE OSMOSIS AND ANION EXCHANGE

VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

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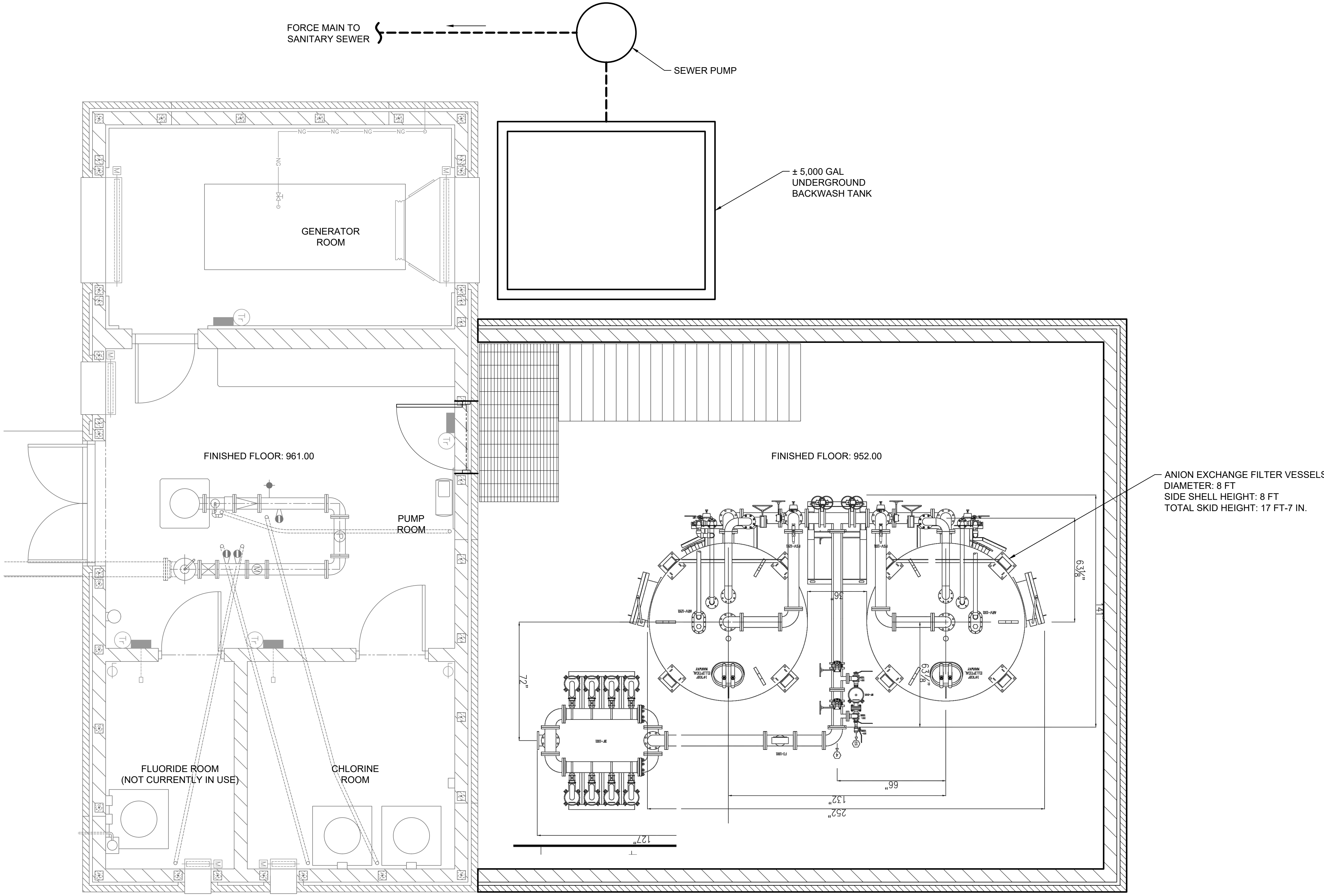

MECHANICAL PLAN
ANION EXCHANGE FILTER VESSELS

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WELL 6 PFAS TREATMENT CONCEPTUAL DESIGN
MECHANICAL PLAN ALTERNATIVE A:
ANION EXCHANGE FILTER VESSELS

VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

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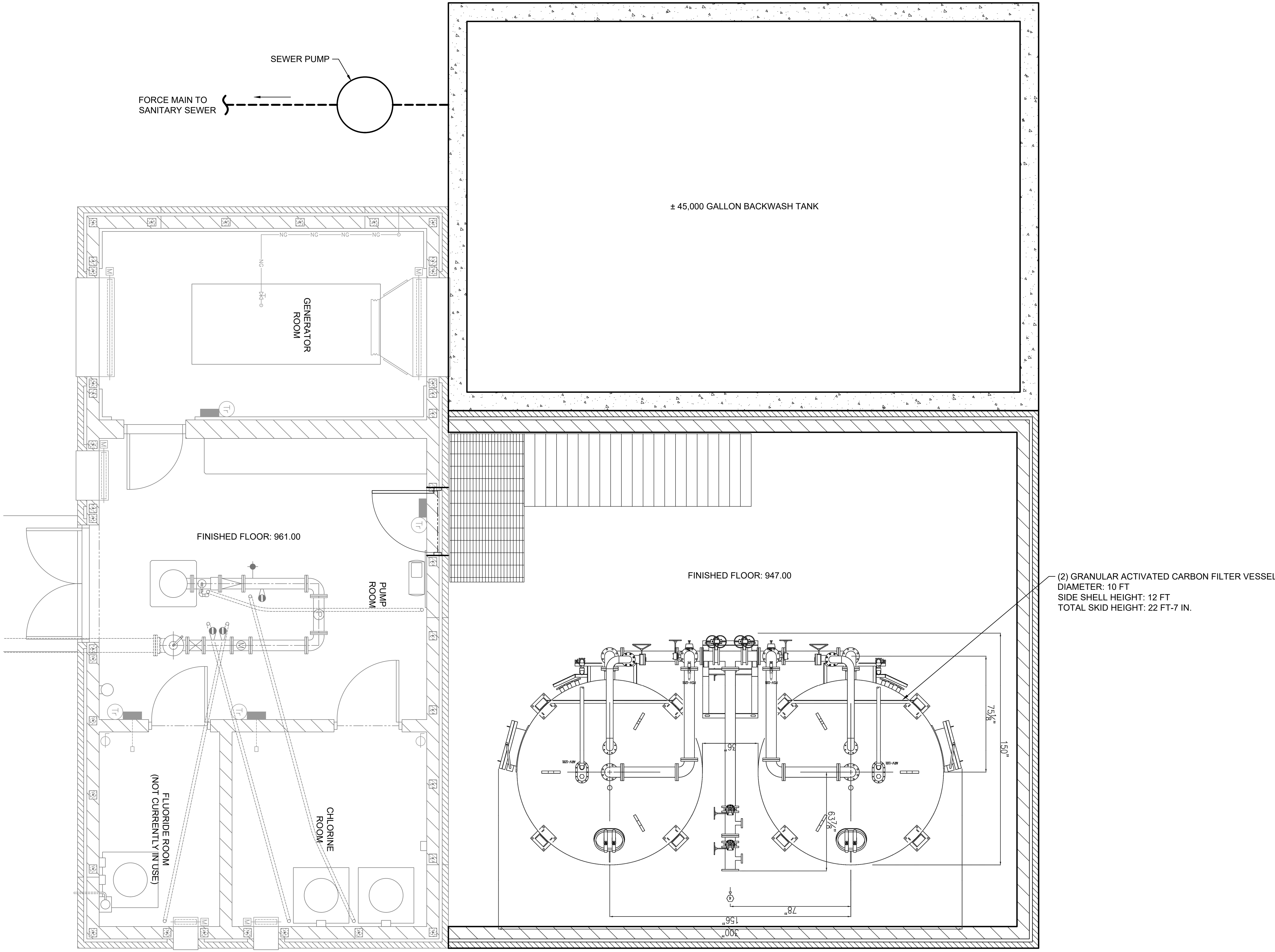

MECHANICAL PLAN
GRANULAR ACTIVATED CARBON FILTER VESSELS

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WELL 6 PFAS TREATMENT CONCEPTUAL DESIGN
MECHANICAL PLAN ALTERNATIVE B:
GRANULAR ACTIVATED CARBON FILTER VESSELS

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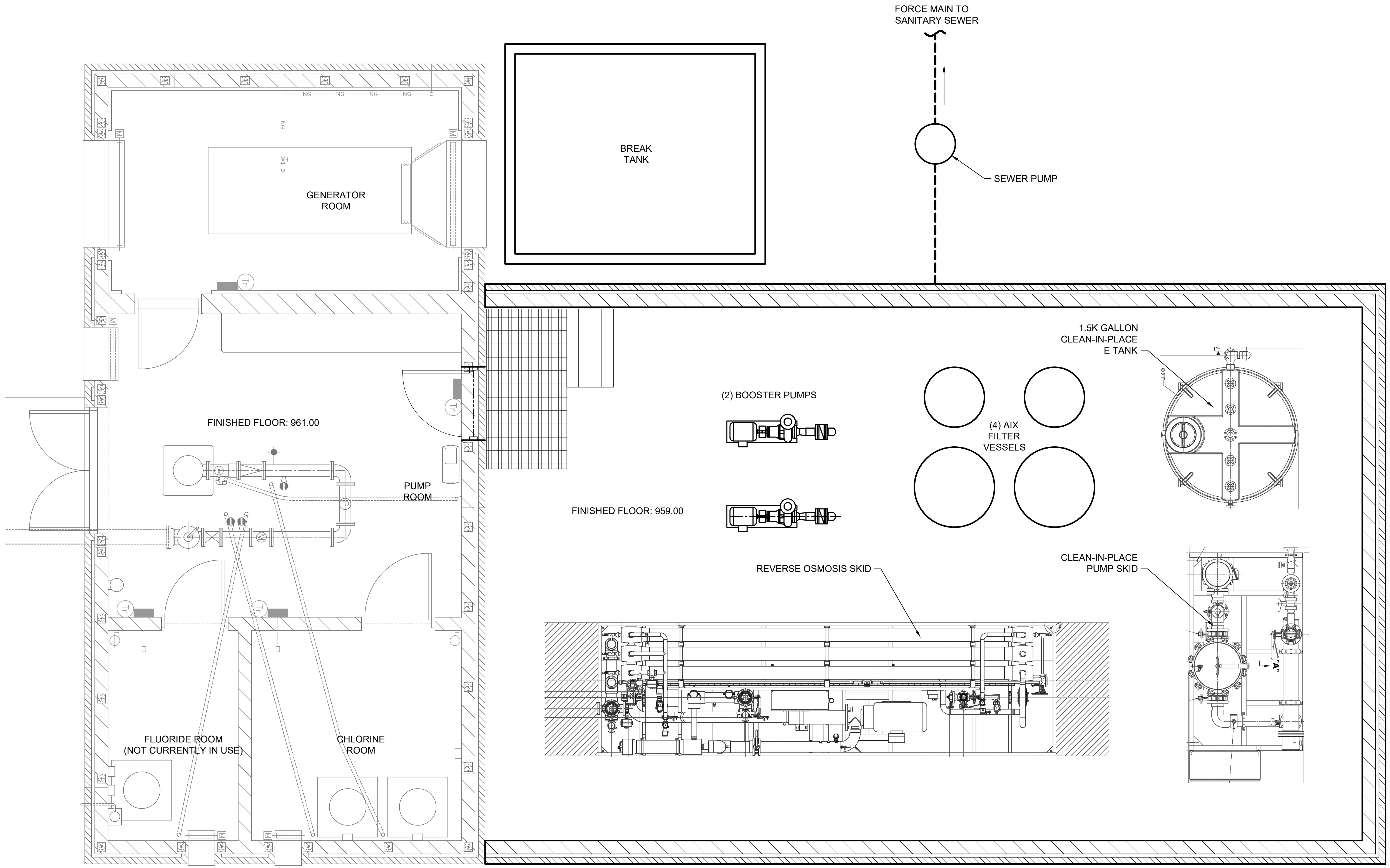

MECHANICAL PLAN
REVERSE OSMOSIS AND ANION EXCHANGE

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WELL 6 PFAS TREATMENT CONCEPTUAL DESIGN
MECHANICAL PLAN ALTERNATIVE C:
REVERSE OSMOSIS AND ANION EXCHANGE

VILLAGE OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

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PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee Members

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E.,P.L.S, Director of Public Works/Village Engineer

Date: January 29, 2026

Re: Agenda item 5(c). Discussion and possible action on proposal for well support services with Collier Geophysics to site one or two new sandstone wells dated January 19, 2026

BACKGROUND

On April 26, 2023, Well 6 was found to contain elevated levels of PFAS and was taken offline. In June of 2025, a temporary PFAS treatment system was put into operation and the well was brought back online. The temporary PFAS treatment trailer uses equipment rented from Water Surplus, Inc. on a three-year lease that ends in 2028. By the end of the lease, the Village plans to either provide a permanent treatment system to remove PFAS from Well 6 or drill a new well to replace Well 6.

Ruekert/Mielke has provided a draft PFAS Study for Well 6. The services include a study to determine potential PFAS permanent treatment options and compare the costs and benefits of treatment to the construction of a new deep well to replace Well 6. As an earlier version of the report was being reviewed, it was determined that additional scope was needed to supplement that a suitable well site exists to drill at if this option is recommended.

ACTION REQUESTED

The action requested is to review and consider recommending approval of the proposal from Collier Geophysics dated January 19, 2026 to the Village Boad.

ANALYSIS

Collier Geophysics has submitted a proposal dated January 19, 2026 for well support services to the Village. The Village wishes to drill one or two new sandstone wells in the Village and wishes to screen several potential sites for the presence of PreCambrian quartzite that may be present in portions of the Village. Collier proposes to collect and interpret existing geophysical data collected for previous studies including gravity data collected by the USGS and UWM to map the Waukesha Fault and TEM soundings collected by Aquifer Science and Technology to map zones of saline water in the sandstone aquifer. Collier will collect and review this data, and determine the probability of quartzite knobs reducing the thickness of the sandstone and the probable yield of a well at approximately 3 to 4 potential well sites identified by the Village. The cost estimate includes a budget for site visits and meetings with the Village and their Engineers to discuss options and an estimated cost range to collect additional gravity data to fill in data gaps at selected sites if the data review suggests that is warranted to reduce risk. The deliverable of the project will be a brief letter report describing the methods used and the relevant findings with recommendations for site selection or the need to fill critical data gaps by collecting additional gravity data at selected sites.

RECOMMENDATION

I recommend that the Village approve the proposal with Collier Geophysics for $10,297 with option for additional gravity data collection of $10,000 to $15,000 if needed.

Attachments – Collier Geophysics proposal

Geophysical Project Cost Estimate

Project Name:	**Village of Pewaukee Well 8**
Proposal Number:	**2950**
Prepared By:	**John Jansen**
Proposal Date:	**1/19/2026**
Estimate Type:	**Time and Materials Cost Estimate**
Completed For:	**Dave Buechl**
Client Phone Number	**262-691-5660**
Via Email	dbuechl@villageofpewaukeewi.gov
Client:	**Village of Pewaukee**
Project Location:	**Pewaukee, WI**
Project Description:	**Data review to site well**

COLLIER GEOPHYSICS

7711 W. 6th Ave., Suite G
Lakewood, CO 80214
Office: 720.487.9200
www.colliergeophysics.com
SDVOSB

PRICING		
Line Item	**Estimated Cost**	**Comment**
Task 1. Reconnaissance Study	$ 7,607.00	
Task 2. Site Visit and Meetings	$ 2,690.00	
Task 3. Additional Gravity Data (optional)	$10,000 to $15,000	To be determine based on data needs
	$ -	
Total:	**$ 10,297.00**	Assuming no additional gravitydata is needed

Scope of Work:

Collier proposes to provide well support services for the Village of Pewaukee. The Village wishes to drill one to two new sandstone wells in the northern half of the Village and wishes to screen several potential well sites for the presence of mounds of PreCambrian quartzite that may be present in portions of the Village. Collier proposes to collect and reinterpret existing geophysical data collected for previous studies including gravity data collected by the USGS and UWM to map the Waukesha Fault and TEM soundings collected by Aquifer Science and Technology to map zones of saline water in the sandstone aquifer. Colller will collect this data, review it to determine the probability of quartzite knobs reducing the thickness of the sandstone and the probable yield of a well at approximately 3 to 4 potential well sites identified by the Village. The cost estimate includes a budget for site visits and meetings with the Village and their engineers to discuss options and an estimated cost range to collect additional gravity data to fill in data gaps at selected sites if the data review suggests that is warranted to reduce risk. The deliverable of the project will be a brief letter report describing the methods used and the relevant findings with recommendations for site selection or the need to fill critical data gaps by collecting additional gravity data at selected sites.

Key Assumptions and Limitations - (Quote valid for 90 days)

- *The detail of the analysis is limited to the detail of available information and any additional data collection authorized by the Village.*
- *Access provided to the site by the client - cost for permitting is not included*
- *Work area needs to be safe and navigable for staff and equipment.*
- *Field work cannot be completed during inclement weather; crew and equipment safety will affect where lines are placed*
- *Actual field parameters may be altered on-site by the field geophysicist to optimize the investigation*

Notice to Proceed

This notice to proceed authorizes Collier Geophysics, LLC. to complete the scope of work at the estimated cost presented above and must be completed and signed prior to the start and performance of any work. Upon signing, Client agrees to the General Terms and Conditions of Collier Geophysics.

Client: Village of Pewaukee

Authorized by: _____
(Name and Title)

Signature: _____

Date: _____

COLLIER GEOPHYSICS' (COLLIER) GENERAL TERMS AND CONDITIONS

FEE PAYMENT

1) COLLIER will submit invoices to Client monthly following any month of significant activity or at key project milestones, and a final invoice upon completion of services. Invoices will show charges based on current COLLIER Fee Schedules or other agreed-upon basis, and will include a detailed separation of charges and supporting information.

2) Payment is due upon receipt of invoice. On accounts past due by forty-five (45) days, Client will pay a finance charge of 1.5 percent per month dating from the invoice date.

3) In the event Client requires expert-witness testimony, Client will pay COLLIER all past due balances before COLLIER will proceed to prepare for or offer testimony.

4) Client will pay the balance stated on the invoice unless Client notifies COLLIER of the particular item that is alleged to be incorrect within fifteen (15) days from the invoice date. Client will remit the balance of undisputed items in a timely manner while a disputed item is being reviewed.

5) In the event Client fails to pay COLLIER within forty-five (45) days following invoice date, COLLIER may consider that a breach of the consulting agreement and all duties of COLLIER may be suspended or terminated, and work product may be withheld, without liability of any kind to COLLIER.

OWNERSHIP OF DOCUMENTS AND CONFIDENTIALITY

1) All reports, field data and notes, laboratory test data, calculations, estimates, and other documents prepared in the course of consulting service shall remain the property of COLLIER. Client agrees that all reports and other work COLLIER furnished to Client or Client's agents which are not paid for, will be returned upon demand and will not be used for any purpose whatsoever.

2) Documents provided to COLLIER by Client will be returned to Client, upon request, at the completion of work at Client's cost.

3) Reuse of reports or other materials by Client or others, on extensions or modifications of the project or on other sites, without written permission from COLLIER or adaptation by COLLIER for the intended purpose, shall be at the user's sole risk, without liability on the part of COLLIER, and Client agrees to indemnify and hold COLLIER harmless from all claims, damages and expenses, including attorney's fees.

4) COLLIER shall maintain Client's project data and reports in strictest confidence, and will release such information to others only upon written permission from Client.

DISPUTES

1) Client will pay all collection expenses or litigation fees, including attorney fees, that COLLIER incurs in collecting any delinquent amount Client owes.

2) If the Client institutes a suit against COLLIER which is dismissed or for which judgment is rendered for COLLIER, Client will pay COLLIER for all costs of defense including attorney fees, expert witness fees and court costs.

INSURANCE AND INDEMNIFICATION

1) COLLIER will carry Workers Compensation, General Liability, Automobile Liability, Excess Umbrella-Form Liability and Professional Liability insurance policies in amounts which COLLIER considers adequate. Certificates of insurance will be provided to Client upon request. Within the terms and conditions of the insurance, COLLIER agrees to indemnify Client against loss caused by actions of COLLIER, its employees or its subcontractors. COLLIER will not be responsible for liability beyond the limits and conditions reflected herein and in the Certificate of the Insurance. At Client's request, COLLIER will seek additional insurance coverage or limits for specific projects, and will bill Client for the additional premium cost. COLLIER will require that its field subcontractors are insured to the same levels required of COLLIER by Client.

2) COLLIER's professional liability will be limited to the value of the consulting services performed.

3) COLLIER will not be responsible for any loss or liability related to negligence of Client others employed by Client, or from negligence by any person for whose conduct we are not legally responsible.

4) Neither the Client nor COLLIER, their respective officers, directors, partners, employees, contractors or sub-consultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and COLLIER shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

CUSTODY OF MATERIALS

1) In the course of work, COLLIER may take custody of and transport soil and/or water samples from Client's site. Upon the completion of evaluation and/or testing of such samples, COLLIER reserves the right to return the samples to Client at Client's expense, and Client agrees to accept such samples and the responsibility for their proper and legal disposal.

2) At no time, under any circumstances, will COLLIER personnel represent COLLIER or themselves as generators of waste, hazardous or otherwise, which may have to be removed from or disposed of on a site, and COLLIER personnel will not sign hazardous waste manifests on behalf of Client.

SUBCONTACTORS

1) On occasion, COLLIER engages the specialized services of individual consultants or other companies to participate in a project. When considered necessary, these firms or other consultants will be used with Client's approval. The cost of such services plus a fifteen (15) percent service charge will be included in our invoice.

2) Alternatively, at Client's request, COLLIER will recommend contractor(s) or specialist(s) for Client to enter into direct contract(s) with. Invoices for these outside services will be issued to Client for direct payment to the contractor(s). COLLIER review and approval of each invoice will be provided on request. Under either alternative, COLLIER does not guarantee and is not responsible for the performance of the contractor(s) or the accuracy of their results.

CHANGES TO THE APPROVED SCOPE OF WORK

Once a scope of work is approved and signed, the Client must submit any changes or modifications to the scope of work to COLLIER in writing. COLLIER agrees to provide a response to change orders in a timely manner. Any changes or modifications to the approved scope of work will be at an additional cost, above and beyond the approved scope of work. The additional cost must be agreed upon and a written change order approved by COLLIER and the Client prior to the start of any new tasks.

STANDBY TIME

COLLIER will not conduct on-site work during inclement weather, extreme temperatures or other atmospheric conditions that jeopardize the health and safety of personnel and/or equipment. In the event that COLLIER incurs standby time due to inclement weather, delays by client and/or other on-site contractors working for the Client, and/or other conditions outside the control of COLLIER, Client agrees to pay 75% of personnel rates, 100% or equipment rates, and 100% of expenses.

GEOPHYSICAL & GEOLOGICAL INSTRUMENTATION SERVICES

COLLIER is equipped to provide specialized geophysical and geological instrumentation services according to project needs. Fees for these equipment services will be based on use charges at standard rates published by COLLIER plus fees for consulting services. Client agrees to be responsible for any equipment stuck downhole and the recovery thereof.

RIGHT OF ENTRY

Client will furnish right-of-entry on the site for COLLIER to conduct the work. COLLIER will take reasonable precautions to minimize damage to the land from use of its equipment but has not included in the fee the cost for restoration of damage that may result from site operations. If COLLIER is required to restore the land to its former condition, this will be arranged and the cost plus fifteen (15) percent will be added to our fee.

DAMAGE TO SUBSURFACE STRUCTURES

Reasonable care will be exercised in locating subsurface structures in the vicinity of proposed subsurface explorations. This will include contact with the local agency coordinating subsurface utility information (i.e., "Call Before You Dig" service) and a review of plans provided by Client for the project site. COLLIER shall rely upon any information provided by Client or Client's agent or representative. If the locations of underground structures are not known accurately or cannot be confirmed, then there will be a degree of risk to Client associated with conducting the work. In the absence of confirmed underground structure locations, Client agrees to accept the risk of damage and possible costs associated with repair and restoration of damage resulting from the work.

PETROLEUM PRODUCTS AND HAZARDOUS MATERIALS

If, at any time, evidence of the existence or possible existence of hazardous materials is discovered, COLLIER reserves the right to renegotiate any consulting agreement, the fees for our services and our continued involvement in the project. COLLIER will notify Client as soon as possible should unanticipated hazardous materials or suspected hazardous materials be discovered. Client agrees to compensate COLLIER for the cost of any and all measures that, in our professional onsite judgment are justified to protect the health and safety of our personnel, Client's employees, the public, and/or the environment. In addition, Client waives any claims against COLLIER and, to the full extent permitted by law, agrees to indemnify, defend and hold COLLIER harmless from any and all claims, damages and liability, including but not limited to cost of defense, in any way connected with the hazardous materials.

Conflicting Terms

These general terms and conditions shall govern and control, unless specifically provided to the contrary in any attached proposal or supplemental agreement. The fact that additional terms or provisions appear in one or the other document shall not, in and of itself, create a conflict.

STANDARD OF CARE

In accepting our proposal for consulting services, Client acknowledges the inherent risks associated with any geological investigation. In performing professional services, COLLIER will use the degree of care and skill ordinarily exercised under similar circumstances by members of the profession practicing in the same or similar localities. COLLIER makes no express or implied warranty beyond our commitment to conform to this high standard of professional practice.

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 28, 2026

Re: Agenda item 5(d). Discussion regarding annual roof maintenance at DPW building

BACKGROUND

The Village DPW building has a flat rubber roof. When the building and roof were constructed, the Village obtained a warranty from Nations Roof. Annual inspections and annual maintenance from Nations Roof are required to maintain the warranty with Nations Roof.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to provide direction to Village DPW staff on how to proceed

ANALYSIS

The Village contracted with Nations Roof to perform the necessary maintenance in 2025. We plan on continuing with this process into the future.

Recommendation

No recommendation is provided at this time.

Attachment

TOTAL ROOFING SYSTEM WARRANTY

VERSICO ROOFING SYSTEMS

WARRANTY NO.: 1608399
BUILDING OWNER: VILLAGE OF PEWAUKEE
NAME OF BUILDING: PEWAUKEE DPW ADDITION
BUILDING ADDRESS: 235 HICKORY STREET PEWAUKEE, WI
DATE OF COMPLETION OF THE VERSICO TOTAL ROOFING SYSTEM: 6/6/2023
DATE OF ISSUE: 6/6/2023

Versico Roofing Systems, a division of Carlisle Construction Materials, LLC (Versico), warrants to the Building Owner (Owner) of the above described building, that; subject to the terms, conditions, and limitations stated in this warranty, Versico will repair any leak in the Versico Roofing System (Versico Total Roofing System) installed by a Versico Authorized Roofing Contractor for a period of 20 years, commencing with the date of Versico's acceptance of the Versico Total Roofing System installation. However, in no event shall Versico's obligations extend beyond 20.5 years, subsequent to the date of substantial completion of the Versico Total Roofing System. See below for exact date of warranty expiration.

The Versico Total Roofing System is defined as the following newly installed Versico brand materials: Membrane, Flashings, Adhesives and Sealants, Insulation, Cover Boards, Fasteners, Fastener Plates, Fastening Bars, Insulation Adhesives and any other newly installed Versico brand products utilized in this installation.

TERMS, CONDITIONS, LIMITATIONS

1. Owner shall provide Versico with written notice via letter, fax or email within thirty (30) days of any leak in the Versico Total Roofing System. Owner should send written notice of a leak to Versico's Warranty Services Department at the address set forth at the bottom of this warranty. By so notifying Versico, the Owner authorizes Versico or its designee to investigate the cause of the leak. Should the investigation reveal the cause of the leak to be outside the scope of this Warranty, investigation and repair costs for this service shall be paid by the Owner.

2. If, upon inspection, Versico determines that the leak is caused by a defect in the Versico Total Roofing System's materials, or workmanship of the Versico Authorized Roofing Contractor in installing the same, Owner's remedies and Versico's liability shall be limited to Versico's repair of the leak. Versico shall have sole responsibility in determining the method of repair of the area.

3. This warranty shall not be applicable if, upon Versico's inspection, Versico determines that any of the following has occurred:
(a) The Versico Total Roofing System is damaged by: natural disasters, lightning, fire, insects, animals, windblown debris or objects, earthquakes, tornados, hail, hurricanes, and winds of (3 second) peak gust speeds of 55 mph or higher measured at 10 meters above ground; or
(b) Loss of integrity of the building envelope and/or structure, including, but not limited to, partial or complete loss of roof decking, wall siding, windows, roof top units, doors or other envelope components; or
(c) All associated building components, including but not limited to the deck substrate, joists, columns and foundation, must also meet wind speed design requirements.
(d) The Versico Total Roofing System is damaged by any acts, accidents, misuse, abuse, vandalism, civil disobedience or the like; or
(e) Deterioration or failure of building components, including, but not limited to, the roof substrate, walls, mortar, HVAC units, non Versico brand metal work, etc., occurs and causes a leak, or otherwise damages the Versico Total Roofing System; or
(f) Deterioration of metal materials and accessories caused by marine salt water, atmosphere, or by regular spray of either salt or fresh water; or
(g) Acids, oils, harmful chemicals and the like come in contact with the Versico Total Roofing System and cause a leak, or otherwise damage the Versico Total Roofing System; or

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(h) The Versico Total Roofing System encounters leaks or is otherwise damaged by condensation resulting from any condition within the building that may generate moisture; or
(i) The Versico Authorized Contractor or any additional contractor or subcontractor failed to follow Versico's published specifications and details for the approved system assembly or failure to correct all installation deficiencies listed in any Versico inspection report.

4. This Warranty shall be null and void if any of the following shall occur:
(a) If, after installation of the Versico Total Roofing System by a Versico Authorized Roofing Contractor, there are any alterations or repairs made on or through the roof or objects such as, but not limited to, structures, fixtures, solar arrays, wind turbines, roof gardens or utilities are placed upon or attached to the roof without first obtaining written authorization from Versico; or
(b) Failure by the Owner to use reasonable care in maintaining the roof, said maintenance to include, but not be limited to, those items listed on Versico's Care & Maintenance Guide which accompanies this Warranty.

5. In addition, it shall be Owner's sole responsibility to remove and re-install at Owner's expense, all obstructions, including, but not limited to, structures, fixtures, solar arrays, wind turbines, roof gardens, utilities or other overburden from the affected area as determined by Versico that would hinder or impede repairs being made in the most expedient and least expensive manner possible. Owner shall be responsible for all costs associated with any loss of power generation in the event that removal of a solar array is required to repair the roofing system.

6. During the term of this Warranty, Versico shall have free access to the roof during regular business hours.

7. Versico shall have no obligation under this Warranty while any bills for installation, supplies, service, and/or warranty charges have not been paid in full to the Versico Authorized Roofing Contractor, Versico, or material suppliers.

8. Versico's failure at any time to enforce any of the terms or conditions stated herein shall not be construed to be a waiver of such provision.

9. Versico shall not be responsible for the cleanliness or discoloration of the Versico Total Roofing System caused by environmental conditions including, but not limited to, dirt, pollutants or biological agents.

10. Versico shall have no liability under any theory of law for any claims, repairs, restoration, or other damages including, but not limited to, consequential or incidental damages relating, directly or indirectly, to the presence of any irritants, contaminants, vapors, fumes, molds, fungi, bacteria, spores, mycotoxins, or the like in the building or in the air, land, or water serving the building.

11. This warranty shall be transferable upon a change in ownership of the building when the Owner has completed certain procedures, including a transfer fee and an inspection of the Roofing System by a Versico representative.

12. Any dispute, controversy or claim between the Owner and Versico concerning this Limited Warranty shall be settled by mediation. In the event that the Owner and Versico do not resolve the dispute, controversy or claim in mediation, the Owner and Versico agree that any and all suits, proceedings, or claims shall be filed in either the state courts of Cumberland County, Pennsylvania or in the United States District Court for the Middle District of Pennsylvania. Each party irrevocably consents to the jurisdiction and venue of the above-identified courts.

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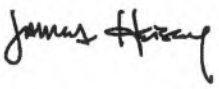
13. Roof System Design Assembly: Versico, as manufacturer of commercial roofing products with the sole purpose of offering products for an Owner, design professional, architect, consultant, or engineer when designing/choosing a roof system assembly, assumes no liability nor implies to the suitability of the products for any particular assembly or specific building operation or structure. The Owner, design professional, architect, consultant, or engineer is solely responsible for the assembly chosen for a particular building structure to include the responsibility to properly calculate wind uplift values, design dead loads and live loads, and suitability and condition of building envelope substrate, decking, parapets, drainage, slope, and other attributes pertaining to the performance of the roof system assembly.

14. The Versico Authorized Contractor or any additional contractor or subcontractor are not agents of Versico.

VERSICO DOES NOT WARRANT PRODUCTS UTILIZED IN THIS INSTALLATION WHICH IT HAS NOT FURNISHED AND SPECIFICALLY DISCLAIMS LIABILITY, UNDER ANY THEORY OF LAW, ARISING OUT OF THE INSTALLATION AND PERFORMANCE OF, OR DAMAGES SUSTAINED BY OR CAUSED BY, PRODUCTS NOT FURNISHED BY VERSICO OR THE PRIOR EXISTING ROOFING MATERIAL OVER WHICH THE VERSICO ROOFING SYSTEM HAS BEEN INSTALLED.

THE REMEDIES STATED HEREIN ARE THE SOLE AND EXCLUSIVE REMEDIES FOR FAILURE OF THE VERSICO TOTAL ROOFING SYSTEM OR ITS COMPONENTS. THERE ARE NO WARRANTIES EITHER EXPRESSED OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE AND MERCHANTABILITY, WHICH EXTEND BEYOND THE FACE HEREOF. VERSICO SHALL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGES INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS OR DAMAGE TO THE BUILDING OR ITS CONTENTS UNDER ANY THEORY OF LAW.

BY: James Heisey



AUTHORIZED SIGNATURE
TITLE: General Manager
This Warranty Expires: 6/5/2043

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Versico Care and Maintenance Guide

In order to ensure the long-term performance of your Roofing System and continued warranty service and coverage, regular rooftop maintenance inspections are necessary. While normal aging will occur on all roofs, if not detected early, problems stemming from abuse, contamination, accidents and severe weather can result in extensive and costly repairs or premature failure of the roofing system. Single-ply Roofing Systems are typically low-slope and easy to inspect, but caution must be taken to ensure safety. Versico disclaims and assumes no liability for any rooftop activity.

- Owner must retain records related to the Roofing System. Such records include, but are not limited to: the warranty document and serial number, maintenance inspection logs, rooftop traffic logs, service logs, and invoices for work performed on the roofing system.
- Inspect the roof at least every six months (preferably spring and fall) and immediately following any weather event that includes excessive rainfall, high winds and/or hail warnings. Increased number of rooftop maintenance inspections may be required on some roofs as the location may dictate, such as higher trees near the building which will accumulate leaves and debris on the roof and have adverse effects on drainage. In addition, rooftop maintenance inspections should occur after regular maintenance of any rooftop unit.

When inspecting the Roofing System, pay special attention to the following:
- Walls/Parapets/Roof Edge – Wind damage often begins at the perimeter of the roof. Ensure all membrane terminations and edge metal and copings are secure.
- Roof Deck Membrane – Inspect the field of the roof, scanning for damage caused by wind-blown debris or traffic.
- Penetrations/Rooftop Units – Inspect the membrane, flashings and terminations around penetrations and roof top units for possible damage from service work. Ensure the units and terminations are secure.
- Remove debris (leaves, dirt, trash, etc.) – Good roofing practice dictates that water should drain from the roof and that ponded water should evaporate within 48 to 72 hours after a rainfall. Debris can inhibit drainage.

Additional Maintenance Items:
- Foot Traffic – Walkways must be provided if regular traffic is required or if rooftop equipment has a regular thirty (30) day or less maintenance schedule.
- Petroleum Products & Chemicals - Keep all liquids containing petroleum products or chemicals off the membrane to avoid product degradation.
- Animal Fats/Vegetable Oils: EPDM Membranes - Do not exhaust animal fats/vegetable oils directly onto EPDM roof surfaces. TPO & PVC Membranes – Animal fats/vegetable oils must be regularly removed and the rooftop surface cleaned with a mixture of soap and water.

What to do if a leak occurs:
- After verifying the leak is through the roofing system, contact Versico at 1-800-233-0551 or at www.versico.com.
- If minor, emergency temporary repairs are made to a suspected leak area, use Versico's Lap Sealant or a good-grade rubber caulk to address the repair area (do not use asphaltic roof cement). Please note, Versico is not responsible for the cost associated with any emergency temporary repairs.

Alterations to the Roofing System:
- Alterations to the Roofing System must be completed by a Versico Authorized Contractor. The Versico Authorized Contractor must notify Versico when the revision work is complete. The necessary form can be found on the Versico website via the Authorized Contractors login.

Warranty Transfer:
- Warranties shall be transferable upon a change in ownership of the building when the Owner has completed certain procedures. This form can be found on the Versico website for additional guidelines.

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From: Nicole Leet <nleet@nationsroof.com>
Sent: Monday, September 15, 2025 10:05 AM
To: Jay Bickler <jbickler@villageofpewaukeewi.gov>
Subject: Village of Pewaukee DPW - RTM

Good morning Jay,

I hope you had a nice weekend. We are reaching out today because you have recently installed a Versico Roof System with us at Nations Roof North. Now that the first-year and second-year complimentary roof inspections have been performed, it is time to move into paid Bi-annual/yearly inspections as part of the Versico Care and Maintenance Guide.

Below is an excerpt of the "Versico Care and Maintenance Guide" from your warranty documentation regarding some of the requirements needed to maintain your warranty status:

"- Owner must retain records related to the Roofing System. Such records include but are not limited to: the warranty document and serial number, maintenance inspection logs, rooftop traffic logs, service logs, and invoices for work performed on the roofing system."

"- Inspect the roof at least every six months (preferably spring and fall) and immediately following any weather event that includes excessive rainfall, high winds and/or hail warnings. Increased number of rooftop maintenance inspections may be required on some roofs as the location may dictate, such as higher trees near the building which will accumulate leaves and debris on the roof and have adverse effects on drainage. In addition, rooftop maintenance inspections should occur after regular maintenance of any rooftop unit."

As part of our Roof Top Maintenance Program (RTM), you will be provided with a full roof survey and all debris will be cleaned from the roof including around the roof drains. In addition, we will maintain the several of the required records such as the warranty document and serial number, maintenance inspection logs, any service logs performed by Nations Roof North, and/or invoices for work we have performed on the roofing system.

We have attached a two-year RTM agreement for bi-annual roof inspections for you to review. Please feel free to reach out to us anytime with any questions or concerns. Thank you for your time and have a great day.

Best Regards,

Nicole Leet
RoofCare Service Coordinator
Nations Roof
North
901 Sentry Drive
Waukesha, WI 53186

NATIONS ROOF

Preventive Maintenance & Inspection Program

This is an Agreement between the customer identified below ("Customer"), and Nations Roof with respect to the provision by Nations Roof of services described herein for the Customer's for a period of ONE year(s) beginning on the date of this Agreement. Customer accepts this Agreement and agrees to pay Nations Roof the fee indicated pursuant to the terms herein. This Agreement will automatically renew at the end of its term for an additional twelve (12) months unless either party gives written notice to the other of its intent not to renew sixty (60) days before the expiration of the current term of this Agreement.

The following services are included in the standard ***Nations RoofCare Preventive Maintenance & Inspection Program*** fee:

1. **SINGLE POINT OF CONTACT:** A toll-free number 1-800-444-ROOF for use by all locations covered by this Agreement to request service or report emergency needs 24/7.
2. **INSPECTION & REPORT:** Visual Inspection of the entire roof, a written report including a description of roof components, roof warranty information, digital color photos of deficiencies, explanation of deficiencies, repair recommendations and priority, estimated replacement value, and expense budgets, inspector comments, and prioritization of repair needs.
3. **ROOF ASSET MANAGEMENT REPORTS:** To enable multi-site customers to manage their roofing assets a client portal is available through the NationsFM software program, Roof Asset Management Reports are available including: Multi-Year Capital Budgets, Multi-Year Expense Budgets, Repair History, and Warranty Expiration Data.
4. **WEB REPORTS:** **Nations *RoofCare Preventive Maintenance & Inspection Program*** reports are available for review on the Internet. Nations Roof Sales Representative will provide a username and password for internet access to your reports upon request.
5. **CLEANING:** Cleaning is performed by the Service Technician. Cleaning includes removal of debris from the drains and scuppers. Does not include gutter cleaning.
6. **FIXED HOURLY SERVICE RATE:** A negotiated hourly rate for all Emergency and On-Call Repairs. Rate is good for one year and subject to change thereafter.
7. **PRIORITY RESPONSE:** Membership in our Disaster First Response Program provides that ***Nations RoofCare Preventive Maintenance & Inspection Program*** Customers' needs are prioritized in the event of natural disasters such as hurricanes, tornadoes or snowstorms for snow removal. The Fixed Hourly Rate is subject to change for Disaster First Response Program.
8. **REPAIRS:** The recommended maintenance repairs determined by the inspection process and identified in the written ***Nations RoofCare Preventive Maintenance & Inspection Program*** report with cost to repair will be performed by Nations Roof upon written authorization by Customer using Nations Roof's standard terms and conditions.

The following additional services will be provided at the rates set forth at the option of the Customer:

24/7 EMERGENCY REPAIR SERVICE: An option to add a 24/7 Emergency Repair Service. Pre-authorized repairs at a minimum amount of $750 are required for this service. This service is activated via a phone call and verbal request for the 24/7 Emergency Repair Service. Online Ticket Tracking with Email Updates

Nations Roof shall carry Worker's Compensation, automobile and commercial general liability coverage. A certificate of insurance will be provided to Customer upon request.

Nations RoofCare Inspection & Maintenance Program Agreement fee shown is due and payable upon receipt of inspection report.

Nations RoofCare Preventive Maintenance & Inspection Agreement

Bi-Annual Maintenance & Inspection Program Fee

Per Visit Investment	$950.00
Two Years (X 2)	$1,900.00
Total Due	$3,800.00

Nations RoofCare Additional Services

24/7 Emergency Response Line **1-800-444-ROOF**

Date Drafted: **September 15, 2025**

Customer: **Village of Pewaukee**
Property: Village of Pewaukee DPW
Address: 1000 Hickory Street
City, State, Zip: Pewaukee, WI 53072

By: **Jay Bickler**
Title: DPW Supervisor

SIGNED: _____

DATE: _____

Nations Roof LLC
901 Sentry Drive
Waukesha, WI 53186

By: **Ted R Huven, Jr.**
Title: Service Manager
Phone: 262-613-5618
Email: thuven@nationsroof.com

SIGNED: Ted R Huven, Jr. _____

TERMS AND CONDITIONS

(Nations RoofCare Reactive Leak Service – Time and Material Dispatches)

1. **PAYMENT TERMS.** Invoices shall be calculated on a time and material ("T&M") basis, with labor and travel charged per the National Service Rates identified herein. Payments are due within 30 days of the Customer's receipt of the invoice. Interest shall start to accrue 30 days from the due date on any unpaid balance at the rate of 1½ % per month (18 % per annum) or at the maximum legal rate permitted by law, whichever is less. If legal proceedings are required to collect an unpaid balance, all costs including actual attorney fees shall be added to the unpaid balance. Non-payment in accordance with these terms shall be considered a material breach and cause for termination of performance by Nations Roof.

2. **CUSTOMER'S BUILDING.** Customer warrants that structures on which Nations Roof is to work are in sound condition and capable of withstanding roofing construction, equipment and operations.

3. **EXCLUSIONS.** No interior protection or clean up included. This proposal is based on Nations Roof' not coming into contact with asbestos-containing or toxic materials or biological growth, including, but not limited to, all types of mold, or any other type of contamination of the Customer's building ("ACM"). Nations Roof is not responsible for expenses, claims or damages arising out of the presence, disturbance or removal of ACM. Nations Roof shall be compensated for additional expenses resulting from the presence of ACM. Customer agrees to indemnify Nations Roof from and against any liability, damages, losses, claims, demands or citations arising out of the presence of ACM. Unless the Customer requests and an additional charge is paid, the inspection will not include the taking of any moisture scans, roof core cuts or samples.

4. **LEAK RECURRENCE.** While Nations Roof will endeavor to identify and repair active leaks, Customer recognizes Nations Roof cannot guarantee we will find every pinhole in the field of the roof or provide assurance that leaks will not occur in the future. Customer recognizes that recurrence of leaks does not necessarily mean that Nations Roof's repair failed, since water entering the roof from multiple exterior points may leak from the same spot in the interior. Nations Roof will not be responsible for leaks resulting from a failure by the Customer to have performed the necessary maintenance or repair work previously recommended by Nations Roof.

5. **PERMITS.** Customer shall secure and pay for necessary approvals, permits, easements, assessments and charges required for the services described herein.

6. **GUARANTEE AND WARRANTY.** There are no guarantees or warranties relating to any maintenance or repair work provided pursuant to this Agreement, unless expressly stated otherwise in writing by Nations Roof. **ALL GUARANTEES OR WARRANTIES EXPRESS OR IMPLIED AND SPECIFICALLY THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED. NATIONS ROOF SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES.** If any maintenance or repair work performed by Nations Roof for Customer includes a warranty, Nations Roof's work will be warranted in accordance with its standard limited warranty, which is made a part of this Agreement and incorporated herein by reference. A copy of Nations Roof's standard limited warranty is attached or, if not, will be furnished upon request. **THIS AGREEMENT IS NOT A WARRANTY PROGRAM, DOES NOT CONSTITUTE THE EXTENSION OR GRANTING OF A WARRANTY, AND DOES NOT AMEND, ALTER OR EXTEND ANY WARRANTY GIVEN REGARDING THE ROOFING SYSTEM OR ITS COMPONENTS.**

7. **INSURANCE.** Nations Roof agrees to purchase and maintain, as required by law, workers' compensation and general commercial liability insurance to protect the Customer from injuries and/or damages which may arise out of or result from Nations Roof's operations under this Agreement and for which Nations Roof may be legally liable, whether such operations be by Nations Roof or by anyone directly or indirectly employed by Nations Roof, or by anyone for whose acts Nations Roof may be liable. **The customer agrees to look solely to Nations Roof's appropriate insurance carrier for any and all damages resulting from personal injury or property damage claims including those caused, in whole or in part, by Nations Roof.** The customer expressly waives all claims excluded under Nations Roof's insurance policies. The Customer agrees to provide sufficient insurance to protect Nations Roof against loss of materials installed, or on the premises, due to fire, windstorm, hail or floods. Customer provided property insurance shall be on an all-risk policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including, theft, vandalism, malicious mischief, collapse, false work, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements. If the property insurance requires minimum deductibles the Customer shall be responsible for payment of the additional costs not covered because of such increased or voluntary deductibles. The insurance shall waive rights of subrogation, if any against Nations Roof. The Customer shall purchase and maintain such insurance as will insure the Customer against loss of use of the Customer's property due to fire or other hazards, however caused. The Customer waives all rights of action against Nations Roof for loss of use of the Customer's property, including consequential damages. If the Customer is not the Owner of the property, then Customer may satisfy its responsibilities hereunder by having the Customer provide the coverage in compliance with this paragraph.

8. **ACTS OF GOD.** Nations Roof shall not be responsible for damage or delay due to strikes, fires, accidents, acts of God, acts of terrorism or war, or other causes beyond its reasonable control.

9. **ACCESS.** Nations Roof shall be permitted to use driveways, and paved areas leading, or adjacent to the job site for its equipment without liability to Nations Roof occasioned by its equipment or by the negligence of others.

10. **ARBITRATION.** Any controversy or claim arising out of or relating to this Maintenance Agreement, or the breach thereof, shall be settled by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association and judgment upon the award rendered by the Arbitrator(s) may be entered in any Court having jurisdiction thereof. Notwithstanding the foregoing, in Nations Roof's sole discretion, collection of unpaid balances may be sought in any Court having jurisdiction thereof or under this arbitration clause. Any legal claim against Nations Roof must be brought no later than one (1) year after Nations Roof has completed the work.

11. **MISCELLANEOUS.** These Terms and Conditions together with the Agreement and any attachments constitute the entire agreement of the parties, and any and all prior representations or agreements not contained herein shall have no force or effect. Modifications to this Agreement can be made only in writing signed by Nations Roof and Customer. Customer permitting performance of work indicates acceptance, without exception, of this Agreement, even if this Agreement is not executed. This Agreement is solely for the benefit of Customer and Nations Roof and is not intended for the benefit of any other parties. This Agreement is not transferable or assignable by Customer or Nations Roof without the express written consent of the other party.

INVOICE

Nations Roof North, LLC
901 Sentry Drive
Waukesha, WI 53186
Service Department - (262) 542-0002

DATE:	10/28/2025
DUE DATE:	11/27/2025
INVOICE # :	0059545-NO
CUST ID:	601957
WO #:	
PO #:	

Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072 US

PROPERTY: Village of Pewaukee DPW
1000 Hickory Street
Pewaukee, WI 53072 US

PRODUCT NAME	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Contract	Contract - Inspection Repairs	1.00	$3,400.00	$3,400.00
			Total	**$3,400.00**

Mail check payment to:

Nations Roof North, LLC
901 Sentry Drive
Waukesha, WI 53186

3.500% surcharge added to credit card payments

WORK PERFORMED
Our technicians were on-site on 10/14 & 10/16 to complete contracted inspection repairs. Please refer to the attached documentation for deficiencies and corrections. All work was performed accordingly. Please never hesitate to contact us with questions or concerns.

Thank you for your business.

NATIONS ROOF

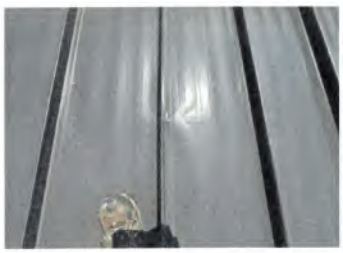
Dispatch #00224429

Property: Village of Pewaukee DPW
Address: 1000 Hickory Street
Pewaukee, WI 53072

Customer: Village of Pewaukee
Address: 235 Hickory Street
Pewaukee, WI 53072

Section: 11-Section Eleven
Deficiency: Fastener Backing Out - Metal Panel
Description: Fasteners backing out through the metal panel and is in danger of coming through the bottom side of the panel.
Actions Taken: Removed and replaced fasteners, then flashed according to manufacturer's specifications.
Quantity: 4
Marker:

Before Images




After Images




Section: 2-Section Two
Deficiency: Fastener Backing Out - Shingle roof
Description: Nails poking through shingles, known as "nail pops," are a common roofing issue where roofing nails push up through the asphalt shingles, creating bumps or exposed nail heads. They are typically caused by improper installation (like underdriven nails or wrong nail type), the wood sheathing expanding and contracting due to temperature changes, or poor attic ventilation which traps heat and humidity, causing the sheathing to swell.

Actions Taken: We will remove popped nails, seal the opening left from popped nails with an asphalt-based sealant and install new nails accordingly to ensure watertightness. Replace with like shingle.
Quantity: 1
Marker:

Before Images

After Images


Section: 12-Section Twelve
Deficiency: Debris
Description: There is debris on the roof that could cause damage to membrane and/or cause the drainage system to become clogged and not perform properly. This condition should be addressed immediately to ensure water-tightness and prevent damage to the roof system and/or building, and should be considered as part of a routine roof maintenance program.
Actions Taken: All debris was removed from the roof and from around all the roof drains. The debris was then properly disposed of offsite.
Quantity: 1
Marker:

Before Images

After Images


Section: 5-Section Five
Deficiency: Debris
Description: Debris on the roof can cause damage by clogging the roof drainage system.
Actions Taken: All debris was removed from the roof and from around all the roof drains. The debris was then properly disposed of offsite.
Quantity: 2
Marker:

Before Images
 
After Images
 

Section: 5-Section Five
Deficiency: Caulk application - Boot flashing
Description: Replace damaged or missing caulk at the top of the portal plus boot flashing allowing water into the roof/building system.
Actions Taken: Loose or damaged caulk was removed and replaced with new construction grade caulk.
Quantity: 1
Marker:

Before Images

After Images
 

Section: 6-Section Six
Deficiency: Caulk application - Wall Transition
Description: Replace damaged or missing caulk at the wall transition allowing water into the roof/buildng system.
Actions Taken: Loose or damaged caulk was removed and replaced with new construction grade caulk.
Quantity: 100
Marker:

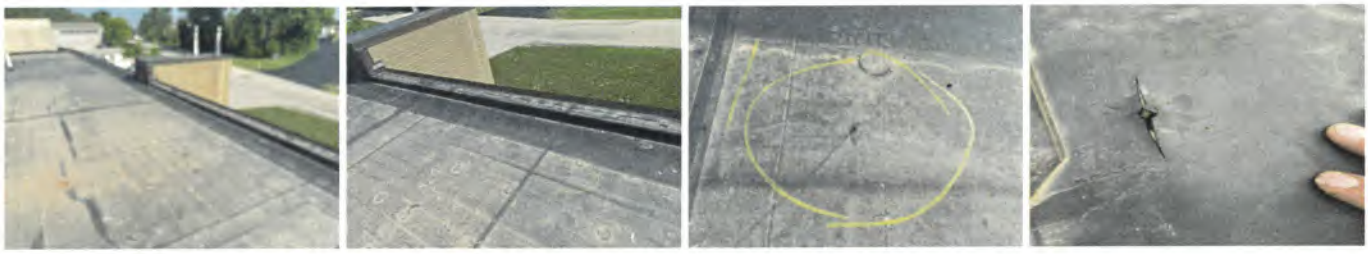
Before Images




After Images




Section: 5-Section Five
Deficiency: Field Membrane-Puncture
Description: There are holes, punctures, or tears in the single ply membrane. This condition allows water to infiltrate the roof system/building.
Actions Taken: Clean and dry the affected area, then repair the puncture using manufacturer-approved EPDM repair materials. Apply primer and a target patch or cover tape over the damaged area, ensuring proper overlap and adhesion to restore watertight integrity. Inspect surrounding areas for additional damage.
Quantity: 1
Marker:

Before Images

After Images


PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 29, 2026

Re: Agenda item 5(e). Discussion and possible action regarding adding a section of no parking restriction along Ormsby St

BACKGROUND

The property owner at 505 E. Capitol Drive contacted the Village Department of Public Works proposing that a no parking restriction be added along her business on the east side of Ormsby Street in the section between the two signs shown in the attachment which correlates to the first 40 feet from E. Capitol Drive.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to review and consider recommending approval to the Village Board of adding a no parking restriction along the east side of Ormsby Street for the first 40 feet from E. Capitol Drive.

ANALYSIS

The property owner at 505 E. Capitol Drive said she has witnessed difficulty for vehicles turning from E. Capitol Drive onto Ormsby Street when a vehicle is parked in the location described above. She understands the people parking here are her customers but an unsafe condition is being created when vehicles park there.

Recommendation
I recommend the Public Works and Safety Committee recommend approval to the Village Board of adding this no parking restriction to better allow safe vehicle turning movements from E. Capitol Drive to Ormsby Street.

Attachment


OVER 5 TONS

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 29, 2026

Re: Agenda item 5(f). Discussion and possible action regarding applying for an Urban Nonpoint & Storm Water Program Planning Grant to cover a portion of the cost of a new street sweeper and storm water modeling

BACKGROUND

The Village has on its 5-year Capital Improvement Plan to purchase a new street sweeper. Also, the Village needs to update it's storm water model. A potential grant from the Wisconsin Department of Natural Resources is available to help cover a portion of the purchase cost for the sweeper and storm water modeling.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to review and consider recommending approval to the Village Board to approve a resolution to submit an Urban Nonpoint Source & Storm Water Program Planning Grant Application.

ANALYSIS

The grant would cover 25% of the cost of a new street sweeper and a portion of storm water modeling.

Recommendation
I recommend the Public Works and Safety Committee recommend approval to the Village Board to approve a resolution to submit a grant application as stated above.

Attachment

GOVERNMENTAL RESPONSIBILITY RESOLUTION (GRR) TEMPLATE

IMPORTANT NOTE: The DNR expects the individual in the position authorized by this resolution to become familiar with the grant program's procedures for the purpose of taking the actions necessary to undertake, direct and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, fulfilling grant agreement requirements, carrying out the project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.) and closing the grant project (e.g., grant reimbursement forms and documentation and organizing project files for future compliance monitoring).

SAMPLE GOVERNMENTAL RESPONSIBILITY RESOLUTION FOR RUNOFF MANAGEMENT GRANTS

WHEREAS, _____ is interested in acquiring a
(governmental unit applicant)

Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project:

THEREFORE, BE IT RESOLVED, that _____
(applicant)

HEREBY AUTHORIZES _____, _____ to act on
(position title) *(department)*

behalf of _____ to:
(applicant)

- Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
- Sign and submit reimbursement claims along with necessary supporting documentation;
- Sign and submit an Environment Hazards Assessment Form, if required; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that _____ shall comply with all state
(applicant)
and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Adopted this _____ day of _____, 20_____.

I hereby certify that the foregoing resolution was duly adopted by _____ at a legal meeting on _____ day of _____, 20_____.

Authorized Signature: _____ **Title:** _____
(Signature of the governmental unit's executive officer, for example, Village President, City Mayor, County Board Chair, etc.)

State of Wisconsin
Runoff Management Section-WT/3
Department of Natural Resources
101 S. Webster Street
Madison WI 53703
or
PO Box 7921
Madison WI 53707-7921

Urban Nonpoint Source & Storm Water (UNPS&SW) Program
Planning Grant Application

Form 8700-299A (R 1/13) Page ___of ___

Notice: This application form template was created by the Wisconsin Department of Natural Resources. Application is hereby made to the Wisconsin Department of Natural Resources, Bureau of Watershed Management, Runoff Management Section for grant assistance consistent with s. 281.66, Wis. Stats., and chs. NR 151, 154, and NR 155, Wis. Adm. Code. Collection of this information is authorized under the authority of s. 281.66, Wis. Stats. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law [ss. 19.31 - 19.39, Wis. Stats.]. *Unless otherwise noted, all citations refer to Wisconsin Administrative Code.*

Please read the instructions prior to completing this form. Complete all sections as applicable.

Applicant Information

Calendar Year of Grant Start

Project Name

Applicant (governmental unit applying; name and type, e.g., Madison, City of)

Name of Responsible Municipal Representative (First Last)			Name of Governmental Contact Person (First Last) (if different)		
Title			Title		
Area Code + Telephone Number			Area Code + Telephone Number		
Area Code + Cell Phone Number			Area Code + Cell Phone Number		
Area Code + Fax Number			Area Code + Fax Number		
E-Mail Address			E-Mail Address		
Mailing Address - Street or Route			Mailing Address - Street or Route		
City	State	Zip Code	City	State	Zip Code

Project Information

A. Location of Project Area

County:
Legislative Senate District #:
Legislative Assembly District #:
(found at: http://legis.wisconsin.gov/ltsb/redistricting/districts.htm)

Name of Township(s):	Township (N)	Range	E or W	Section	Latitude (North to 4 decimal places	Longitude (West to 4 decimal places)
Center Point:						
Center Point:						
Center Point:						

Please identify a point located approximately in the center of the planning area. Then, select the "Method for Determining" the center point.

Project Name:

UNPS&SW Program – Planning Grant Application

Form 8700-299A (R 1/13) Page ___ of ___

Name of Township:	Township (N)	Range	E or W	Section	Latitude (North to 4 decimal places	Longitude (West to 4 decimal places)
Center Point:						

Method for Determining Latitude & Longitude (check one)

☐ GPS ☐ DNR Surface Water Data Viewer ☐ Other (specify):

B. Project Summary

C. Watershed, Waterbody and Pollutants (see Attachment A). *Note: Planning areas may encompass several square miles and may affect multiple watersheds.*

Watershed Name	Watershed Code	12-digit Hydrologic Unit Code (HUC)	% of Project Area	Nearest Waterbody
			%	
			%	
			%	
			%	
			%	

Nonpoint Source Pollutants(s) Controlled by the Project:

☐ Nutrients ☐ Sediment ☐ Other, specify:

Part I. Screening Requirements

A. Map (check all that apply)

☐ An 8.5" x 11" topographic map, from the United States Geological Survey (USGS) or the DNR Surface Water Data Viewer, showing the project area, is attached.

☐ Aerial photo maps and project area photos are also included.

B. Planning Activities For Which DNR Funding Is Requested (check all that apply)

☐ Development of **new** storm water management plans (including plans for new and/or existing development).

☐ Updates to existing storm water management plans (including plans for new and/or existing development).

☐ Preparation of **new** local ordinances (including construction site erosion control and/or storm water management).

☐ Updates to existing local ordinances.

☐ Evaluation and/or establishment of **new** local financing options (such as storm water utilities).

☐ Updates to existing local financing options.

☐ Development of public education and outreach activities.

☐ Other (Please specify. See Attachment C for additional planning activity information.):

C. Filters *Note: You must be able to answer "Yes" to questions1 through 8 and "Yes" or "N/A" to question 9 to be eligible for a grant.*

Yes

☐ 1. Project is in an area that is urban or will be urban within 20 years (see Attachment B).

☐ 2. Project will be completed within 24 months of the start of the grant period.

☐ 3. Staff and consultants designated to work on this project have adequate training, knowledge, and experience to implement the proposed project.

☐ 4. Staff or contractual services, in addition to those funded by this grant, will be provided if needed.

☐ 5. Planning products prepared under this grant will not work at cross-purposes to (are consistent with) the non-agricultural performance standards under ch. NR 151 (see Attachment D).

☐ 6. The local DNR District Nonpoint Source Coordinator was contacted and the project was discussed (see http://dnr.wi.gov/topic/nonpoint/NPScontacts.html).

Name of the District Nonpoint Source Coordinator Contacted	Date Contacted	Subject of Contact

☐ 7. You can declare that **at least one** of the two statements below is TRUE.

☐ a. Statement A: The grant application is for a local governmental unit that does have jurisdiction over the project area. (Jurisdiction over the project area means that the governmental unit has control over whether the planning recommendations are carried out.)

☐ b. Statement B: The applicant does not have jurisdiction over the project area

☐ i. **and** the applicant is required to obtain a permit under subchapter I of ch. NR 216.

☐ ii. In addition, Inter-Governmental Agreements (IGAs) are in place,

☐ iii. **or** will be put in place prior to the commencement of the grant period, to assure urban best management practices included on the grant are installed and maintained (see Attachment G).

☐ 8. You can you declare that **at least one** of the two statements below is TRUE.

☐ a. Statement A: The applicant is not the University of Wisconsin Board of Regents.

☐ b. Statement B: The applicant is the University of Wisconsin Board of Regents **and** the project will develop recommendations for a UW Campus area located in a municipality that meets **both** of the following criteria:

☐ i. The municipality is required to obtain a municipal storm water permit under ch. NR 216 **and**

☐ ii. The municipality is located either in a priority watershed or lake area identified under s. 281.65, Wis. Stats., or in an Area of Concern as identified by the International Joint Commission under the Great Lakes Water Quality Agreement.

9. This application is:

Yes	N/A		
☐	☐	a.	a joint application among local units of government, and
☐		b.	if yes, a DRAFT Inter-Governmental Agreement is attached (see Attachment G).

If the applicant answered "No" to any of the items in Question C, above, stop here. This project is ineligible.

Part II. Competitive Elements

Question 1. Fiscal Accountability

A. Timeline and Source of Staff

For each applicable milestone listed below, fill in the appropriate data:

Milestone	Target Completion Date (month/year)	Source of Staff
Basic Milestones		
Prepare preliminary scope of services and discuss with DNR NPS Coordinator		
Prepare Request for Proposal		
Select Consultant		
Finalize Scope of Service and Professional Services Contract		
Get DNR approval of Professional Services Contract		
Hold "kick-off" meeting		
Interim meeting with DNR		
Presentation to Municipal Council		
Submit project and final report to DNR		
Additional Milestones (list below)		

B. Adequate Financial Budget

Provide information about project activities. Please note: the state share may not exceed 70% of eligible costs. The grant amount is capped at $85,000 for the eligible planning activities.

B.1. Financial Budget Table – Planning Activities

A	B	C
Project Activity for Which DNR Funding is Requested	**Estimated Total Cost ($)**	**Amount from Column B Eligible for DNR Cost Sharing ($)**
1. Total	**$ 0**	**$ 0**

B.1. (continued) **Cost-Sharing Worksheet**

Eligible Costs:

2. 70% of Column C Total Row 1 above	$ 0

Cap Test:	
3. Maximum State Share Row 2 or $85,000, whichever is less	$ 0
State And Local Share:	
4. Requested State-Share Amount (= Requested Grant Amount)	$0
5. Local-Share Amount (Total of Row 1 Column B less Row 4)	$ 0

B.2. Cost Estimate Quality Describe the quality of cost estimates including whether the cost estimate is based on a competitive bid, scope of services, similar projects conducted locally, similar projects conducted elsewhere in the state or region, or other more generalized data:

Identify the source of the local share:

Question 2. Project Evaluation Strategy

Information that will be developed and presented to DNR to evaluate the environmental benefits of completing this project. Check all that apply.

☐ A. Information that quantifies how project implementation is projected to decrease storm water impacts on state waters will be provided to the DNR. The information may be provided as part of the planning product *(e.g.*, storm water plan, I&E plan) or in the Final Report.

☐ B. Information that tracks progress in carrying out recommendations of this project will be provided to the Department for one or two years after the project is completed. Specify if it is going to be one or two years that tracking information will be provided and describe how this annual post-project tracking process will work:

Question 3. Evidence of Local Support

For A, check the applicable situation that exists at the time of application. One or both boxes under B. may be checked.

A. Government

☐ 1. The local-share funds for the project expenses are already included specifically in an **adopted** budget.

Describe the document and list date of adoption:

☐ 2. The local-share funds for the project expenses are or will be included in a **proposed** budget.

Describe the document and list date of proposal:

B. Community

☐ 1. There is community support specifically for the project in this application.

☐ Evidence of this support is included with the application submittal.

☐ 2. There is community support for addressing general water resource needs in the community, even though there may not be evidence of support for this specific project.

☐ Evidence of this support is included with the application submittal.

Question 4. Water Quality Needs

The project must be consistent with at least one of the following seven watershed priorities. For each watershed in the project area, identify the category that best identifies the project goals. If more than one category is checked (because the project area contains more than one watershed), estimate the portion of the project area to be assigned to each category.

Note: For border waters where a State of the Basin Report does not exist, another governmental document acceptable to the District NPS Coordinator may be used to identify the water quality need.

	Percent of Project Area (Total should equal 100%)	Surface Water Considerations
☐		**A. Clean Water Act s. 303(d) List of Impaired Waters** Project with water quality goals directly dealing with a water body (lake or stream) on the latest Clean Water Act (CWA) s. 303(d) List of Impaired Waters, where the cause of the impairment is nonpoint source pollution and this project will reduce the type of nonpoint pollutants for which the water is listed (see Attachment A). **Name of Applicable Impaired Water:** **Name of Pollutant Causing Impairment:**
☐		**B. Outstanding or Exceptional Resource Waters or Other Areas of Special Natural Resource Interest** Prevention of degradation due to nonpoint sources of outstanding resource waters (ORW) (per s. NR 102.10) or exceptional resource waters (ERW) (per s. NR 102.11) or other areas of special natural resource interest (ASNRI). • To locate ORW/ERW, see Attachment A. • To locate ASNRI using DNR's Surface Water Data Viewer go to: http://dnrmaps.wi.gov/imf/imf.jsp?site=SurfaceWaterViewer.deswaters. • For more information about ASNRI go to: http://dnr.wi.gov/org/waters/swims/datasets/designated_waters/ASNRI.htm. **Name of Applicable ORW, ERW or ASNRI:**
☐		**C. Not Fully Supporting Uses or NPS Ranking of High or Medium** A water body (lake or stream) identified in a DNR-approved Basin/Watershed Plan as not supporting designated uses due to nonpoint sources, but is not on the section 303(d) List. In newer plans, these waters are categorized as "supporting" (as opposed to "fully supporting") designated uses; in plans prior to 2010 they were labeled as "partially meeting" designated uses. Or, the project is located in watershed, lake watershed, or other area ranked high or medium on the NPS Rankings List, where the goals of the project are directly associated with the reason for the ranking on the NPS Rankings List.
☐		**D. Surface Water Quality** Prevention of degradation of surface water quality due to nonpoint sources.
		Groundwater Considerations For assistance with this section, please consult the DNR District Drinking Water and Groundwater Specialist or the County Extension office at: http://dnr.wi.gov/topic/drinkingwater/contact.html .
☐		**E. Exceeds Groundwater Enforcement Standard** Groundwater within the project area where representative information indicates that stormwater pollutants in groundwater exceed the Enforcement Standard (ES).
☐		**F. Exceeds Groundwater Preventive Action Limit** Groundwater within the project area where representative information indicates that storm water pollutants in groundwater exceed the Preventative Action Limit (PAL).
☐		**G. Groundwater Quality** (see Attachment F) The project area is within a geological area defined in Attachment F as susceptible to groundwater contamination.
	Total:	

Drinking Water Bonus Points (see **Attachment E**)

Yes	
☐	Check this box if the project water quality goals identified above relate to the reduction of nonpoint source contaminants in community or non-community public drinking water supplies. This includes any of the following: Municipal supplies governed by chs. NR 809 and 811; Other-Than-Municipal (OTM) water supplies governed by chs. NR 809 and 811; Non-Transient water supplies governed by chs. NR 809 and 811; Transient water supplies governed by chs. NR 809 and 812.

1. If "Yes," **and** you checked boxes **E, F, or G, above**, then mark a, b, or c, below and move on to question 6. (You will need assistance from your DNR District NPS Coordinator or Water Supply Specialist to answer.)

☐ a. Check this box if the project is located: within the wellhead protection area of a municipal well; or within 1,200 feet of a municipal well for which a wellhead protection area is not delineated; or within 1,200 feet of an Other-Than-Municipal (OTM) water supply well; or within 1,200 feet of a Non-Transient water supply well.

☐ b. Check this box if the project is located within 200 feet of transient water supply well.

☐ c. Check this box if neither a nor b applies.

2. If "Yes," and you checked box **A, B, or C or D above**, then place a check mark next to the appropriate drainage area where the project is located. If the project is in more than one drainage area, enter the appropriate percentages in the boxes provided. (See Attachment E.)

Source Water Drainage Area	**Portion of Project in Assessment Area (%)**
☐ Pike River and Creek	
☐ Root River	
☐ Oak Creek	
☐ Milwaukee River	
☐ Sauk Creek	
☐ Sheboygan and Onion Rivers	
☐ Manitowoc River	
☐ Twin Rivers	
☐ Kewaunee and Ahnapee Rivers	
☐ Menominee River	
☐ Fish Creek	
☐ St. Louis and Nemadji Rivers	
☐ Lake Winnebago	

Question 5. Extent of Pollutant Control

A project can consist of one or more of the following planning activity categories (A through F). For each category below, check the boxes that describe the work products which will be produced under **this** grant. **Do not check boxes based on prior work.**

A. Ordinance Preparation

Develop New	Update Existing	The project is to develop or update one or more of the following ordinances, including associated information, education and public participation activities. Check all that apply.
☐	☐	1. Construction erosion control ordinance including all the requirements of s. NR 151.11.
☐	☐	2. Storm water ordinance for new development and re-development including all the requirements of ss. NR 151.12, NR 151.121-128, and NR 151.241-249.
☐	☐	3. Low impact development/conservation subdivision ordinances.
☐	☐	4. Other ordinances such as an illicit discharge ordinance, storm water ordinances affecting runoff from developed urban areas (*e.g.*, pet waste management ordinances, nutrient management ordinances), or ordinances that regulate the application of fertilizers to non-municipal properties in accordance with s. NR 151.14.

B. Financing Mechanisms

Develop New	Update Existing	The project will evaluate financing mechanisms for storm water management, including associated information, education and public participation activities. Recommendations will be presented to the governing board for approval and DNR will be notified of the governing board's action. Check **one** of the following:
☐	☐	1. The project develops a dedicated revenue source, such as a storm water utility, to implement a storm water program focusing on implementation of performance standards in Subchapter III of ch. NR 151.
		OR
☐	☐	2. The project is a general feasibility analysis of alternative funding mechanisms.

C. Storm Water Plan for Developed Urban Areas (includes redevelopment)

Develop New	Update Existing	
		The project is to develop or update a storm water management plan for developed urban areas, including redevelopment, which addresses all applicable performance standards under NR 151 including associated information, education and public participation activities. Check **one** of the following:
☐	☐	1. This project will cover the entire geographic area of the governmental unit.
		OR
☐	☐	2. This project will cover only part of the geographic area of the governmental unit.

D. Storm Water Plan for New Development

Develop New	Update Existing	
		The project will develop or update a storm water management plan for new development that addresses all of the performance standards under ss. NR 151.12, NR 151.121-128, and NR 151.241-249, including associated information, education and public participation activities. Check **one** of the following:
☐	☐	1. This project will cover the entire geographic area of the governmental unit.
		OR
☐	☐	2. This project will cover only part of the geographic area of the governmental unit.

E. Comprehensive Storm Water Information and Education Program

☐ Check this box if the project will develop and/or implement a comprehensive storm water information and education program. *Note:* This category may **not** be checked if any boxes in categories A through D, above, have been checked.

F. Inter-Municipal and Watershed-based Cooperation (bonus)

☐ Check this box if this project is being conducted as part of an inter-governmental storm water management strategy for a common water resource. This also includes entering into a Watershed-based Storm Water Management Permit with other municipalities.

Note: *If more than one local unit of government is joining in this project application (a "joint application"), then an Inter-Governmental Agreement (IGA) meeting the requirements of Attachment G must be submitted with this application.*

Provide a description of the inter-governmental effort that will be used to complete the project.

Question 6. Plans and Regulations

A. Consistency With Resource Management Plans

☐ Check this box if the proposed project focuses on plans to implement a water quality recommendation from a locally-approved resource management plan. Examples include Smart Growth plans, Legacy Community plans, Water Star plans, local Storm Water Management plans, wellhead protection, lake management, regional water quality plans, Remedial Action plans and other watershed-based nonpoint source control plans.

(This question does not include a TMDL report, TMDL implementation plan, or County Land and Water Resource Management Plan.)

If Yes, summarize the water quality recommendation and describe how it related to the goals of this proposed project. Cite the name and date(s) of publication of the resource management plan. Attach pertinent page(s) or provide URL.

B. Supporting Regulations

Check the box for the statement(s) that applies to this project. The project is located within an area which has:

☐ 1. Local regulations are in place to administer and enforce construction erosion controls in the governmental unit consistent with the non-agricultural performance standards in s. NR 151.11

Include the web site where the regulation can be found (most direct web page URL):

☐ Or check the box if a copy of the regulation is attached to this application.

☐ 2. Local regulations are in place to administer and enforce post-construction runoff for areas of new development and redevelopment in the governmental unit consistent with the non-agricultural performance standards in s. NR 151.12.

Include the web site where the regulation can be found (most direct web page URL):

☐ Or check the box if a copy of the regulation is attached to this application.

Question 7. Use of Additional Funding

☐ Check this box if the applicant is requesting less state share than the 70% rate and below the $85,000 cap.

Question 8. City of Racine

☐ Check this box if this is an application from the City of Racine for a project that is necessary for the city to comply with state storm water permitting requirements.

Part III. Eligibility for Multipliers

Completion of this part of the application is optional. However, an applicant can increase the final project score by qualifying for a project multiplier.

Local Implementation Program (select all that are in place as of the application submittal date)

☐ A. The governmental unit is implementing a pollution prevention information and education program targeted for property owners and other residents.

☐ N/A ☐ B. The governmental unit is implementing a nutrient management plan for municipally-owned properties of at least five acres of pervious area where nutrients are applied.

☐ C. The governmental unit is tracking storm water permitting activity (construction and post-construction) in the governmental unit and can make summary information available to the DNR upon request.

Optional Additional Information

Carefully review the answers to all of the questions above. Is there additional information that will add to the understanding of this project? If so, describe here.

Applicant Certification

A Responsible Governmental Representative must sign and date the application form prior to submittal to the DNR.

I certify that, to the best of my knowledge, the information contained in this application and attachments is correct and true.

Signature of Responsible Governmental Representative	Date Signed

[name and title, please print]

,

☐ Check this box if a Completed Governmental Responsibility Resolution (see **Attachment H**) is attached.

Submittal Directions

To be considered for funding, provide the following for each application submitted:

- One copy of the completed application form [DNR Form 8700-299A (R 1/12)] with **original signature in blue ink;**
- Three additional signed copies of the completed application form;
- One electronic copy of the completed application form in **Microsoft Word format only** plus all attachments and maps on CD.

Completed applications are due to DNR postmarked no later than **April 15** in the same calendar year of the January posting of the application on the DNR's website, unless April 15 falls on a Sunday, in which case the postmark deadline is April 16.

Mail to: Department of Natural Resources
Attn: Runoff Management Grant Coordinator – WT/3
101 South Webster St.
Madison, WI 53703
or
P.O. Box 7921
Madison, WI 53707-7921

Targeted Runoff Management (TRM) & Urban Nonpoint Source & Storm Water (UNPS&SW) Management Grant Programs

Who can apply for these grants?

Cities, villages, towns, counties, regional planning commissions, tribal governments, and special purpose districts such as lake, sewerage and sanitary districts are eligible to apply for (a) TRM grants in an agricultural or urban area, or (b) UNPS&SW grants to fund projects in urban areas.

Application Deadline

To be considered for funding, applications must be submitted electronically no later than April 15 (unless April 15 falls on a weekend). Projects may begin on January 1 of the following year. Both programs are reimbursement programs. Applicants pay 100% of project costs and then request reimbursement from the DNR for a portion of eligible costs.

Project Selection

Completed applications are scored based on factors such as fiscal accountability and cost-effectiveness, water quality, extent of pollutant control, extent of local support and likelihood of project success. The score will be increased if there is a comprehensive implementation or enforcement program in effect in the project area. Each grant type is competitive. The level of available funding will be determined in the mid summer-late fall through the state's biennial budget process. Highest priority in selecting projects under these grant programs will be given to projects that implement performance standards and prohibitions contained in ch. NR 151, Wis. Adm. Code, and/or that address waterbodies in a EPA-Approved TMDL (Total Maximum Daily Load), those that exceed groundwater enforcement standards.

Responsibilities of Grant Recipients

Successful applicants enter into a contractual agreement with the DNR. Grant recipients must comply with program conditions, provide the local portion of the project costs, install all best management practices (BMPs) constructed under these programs and maintain them for 10 years. If applicants are providing these grant funds to private landowners, a similar contractual agreement is required between the applicant and the landowner.

How do I get an application or request additional information?

dnr.wisconsin.gov/aid/TargetedRunoff.html

dnr.wisconsin.gov/aid/UrbanNonpoint.html

Joanna Griffin, Runoff Management Grants Program Coordinator

608-400-9519

Joanna.Griffin@Wisconsin.gov

Corinne Johnson, Nonpoint Source Program Grant Manager

608-720-0120

Corinne.Johnson@Wisconsin.gov.

Regional Nonpoint Source Coordinators (dnr.wisconsin.gov/topic/Nonpoint/NPScontacts.html) are the local contacts and manage grants in specific areas. They are available to answer questions about the grant applications, process, and project implementation.

The DNR administers these competitive grant programs under chs. NR 153, 154 and 155, Wis. Adm. Code.

What are Targeted Runoff Management Grants?

Targeted Runoff Management (TRM) grants are provided to control nonpoint source pollution from both agricultural and urban sites. The grants are targeted at high-priority resource problems. Small-Scale TRM grants are site-specific and serve areas generally smaller in size than a subwatershed. The grant period is 2 years with a state funding cap of $225,000. Large-Scale TRM grant project areas cover a subwatershed. These have a grant period of 3 years and a state funding cap of $600,000. The maximum cost-share rate available to TRM grant recipients is 70 percent of eligible costs or 90% in cases of economic hardship.

How can TRM grant money be used?

TRM grants can fund the construction of agricultural and urban BMPs to control nonpoint source pollution. In some cases, TRM grants can also fund design of BMPs as part of a construction project. Design services provided by the private sector are cost-shared by the state at the same rate as the BMP installation. Reimbursement by the state for force account work performed by municipal employees may be no more than 5% of the total project reimbursement. Land acquisition and design can be reimbursed provided the design and parcel appraisal are approved by DNR regional staff and the construction project is selected for funding.

Some examples of eligible BMPs include livestock waste and process wastewater management practices, cropland protection, and stream bank restoration projects. These and other practices eligible for funding are listed in ch. NR 153 and s. NR 154.04, Wis. Adm. Code.

What are Urban Nonpoint Source & Storm Water Management Grants?

Urban Nonpoint Source & Storm Water Management (UNPS&SW) grant funds are used to control polluted runoff in existing urban project areas as defined in s. NR 155.12(31)., Wis Adm code. Funds are typically awarded for either construction or planning projects. The grant period is 2 years. Projects funded by these grants are site-specific, serve areas generally smaller in size than a subwatershed, and are targeted to address high-priority problems. The construction and planning applications are offered on alternate years. Construction and planning projects are cost shared at 50 percent. The cap on total state share for a construction project is $150,000, with a potential grant of an additional $50,000 for land acquisition where needed. The cap on total state share for a planning project is $85,000.

How can UNPS&SW construction grant money be used?

The UNPS&SW construction grants can be used to pay for construction of best management practices such as infiltration basins, wet detention ponds, and permeable pavement to control storm water pollutants from existing urban areas. The proposed construction may be used to meet the performance standards identified in s. NR 151.13, Wis. Adm. Code, and enforced through subchapter I of ch. NR 216, Wis. Adm. Code.

How can UNPS&SW planning grant money be used?

UNPS&SW planning grants can be used to pay for a variety of planning activities such as stormwater management planning for existing or new development, related information and education activities, ordinance and utility district development and enforcement. The area served by the project must be an existing urban area or an area projected to be urban within 20 years.

Summary Of Proposed Changes To UNPS&SW Planning Grant And Small-Scale Urban TMDL TRM Grant Instructions 2026 Funding Cycle

The following revisions were made in all grant application instructions.

- Minor errors discovered in the last grant cycle were corrected.
- Scoring criteria were clarified.
- Removed glossary, incorporated the definitions in text when appropriate and updated references.
- Removed the section that asked for the method for determining latitude and longitude.
- Removed the additional points for budgeting under the grant cap and cost-share rate. This was removed because of continued confusion with the question, which was originally intended to show how funding for the project was leveraged.
- Converted several questions (water quality need, drinking water bonus and 319 bonus points) into a check box style of question. These will be scored by the regional coordinators based on information provided by the applicant.
- Modified language around the threatened/endangered species, historical sites and contaminated sites. The applicant will be required to certify that these are considered as part of any department permit or project.
- Clarified the language regarding how to send in the grant files. Revised language is below.
    - The assembled application must conform to the following:
        - All pages in the application, including maps, must be 8.5 x 11 inches in size.
        - Each page must be numbered.
        - All attachments must clearly identify the associated question number and description.
- Added a checklist of required application attachments and those that might be required based on the application form and what questions are answered.
- Removed the attachments (appendices) at the end of the grant application instructions and converted them to separate, more static files, on the grant webpages called "additional resources."

The following revisions were made in the UNPS-Planning application instructions.

- Restructured the project purpose and extent of pollution control question. The applicant will first select the project purpose (e.g., MS4 Storm Water Permit Compliance). Then they will select the eligible planning activities. The applicant will choose to "create" or "update" each activity and then the provide the status. The content has not changed much, only the order and workflow.
- An additional scoring category was created so that more points are given to municipalities that have a population size of 9,500 or more but are not yet permitted.
- Added an eligible activity related to TMDL modeling and implementation planning.
- Removed project evaluation question because it was not formatted for planning grants.

- Updated the evidence of local support question to merge the adopted budget and adopted capital improvement plan into the same score and was more specified about what we are asking for in the other funding sources category. The questions are now clearly labeled as funding support and community support.
- Moved the local support question toward up in the application, closer to the budget questions.
- The total project score is lower because some questions were removed.
- Clarified the financial budget table scoring to be consistent with other grant applications.
- Added points to the consistency of resource management plan question.

The following revision was made in the Small-Scale Urban TMDL TRM application instructions.

- Street sweeper cost sharing was updated. In previous grant cycle instructions, only 50% of the incremental difference between the cost of the conventional street sweeper and the high efficiency street sweeper was eligible for cost sharing. Now the cost sharing of the street sweeper purchase will cover 25% of the total cost of a high efficiency street sweeper.
- Updated the evidence of local support question to merge the adopted budget and adopted capital improvement plan into the same score and was more specific about what we are asking for in the other funding sources category. The questions are now clearly labeled as funding support and community support.

PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee

CC: Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer

Date: January 28, 2026

Re: Agenda item 5(g). Discussion and possible action regarding annual brush pickup

BACKGROUND

The Village DPW annually completes brush pickup in spring. At the Oaks subdivision in the Village, the piles of branches and brush are annually much larger than any other subdivision or private residential lot. Brush from outlot clean up is piled along the streets.

ACTION REQUESTED

The action requested of the Public Works and Safety Committee is to provide direction to Village DPW staff on how to proceed.

ANALYSIS

We plan on continuing with this process of picking up all branches and brush as long as they meet the size requirements.

Recommendation

No recommendation is provided at this time.

Attachment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