

Village of Hales Corners

5635 S. New Berlin Road

Hales Corners, WI 53130

Phone: (414) 529 -6161

Fax: (414) 529 -6179

www.halescorners.org



James R. Ryan Municipal Building

PUBLIC WORKS COMMISSION

Meeting Notice/Agenda

May 15, 2025 (Thursday) – 6:00 p.m.

Hales Corners Village Hall (5635 S. New Berlin Road)

Notice is hereby given that the Public Works Commission will meet at the above date, time, and place.

Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This would constitute a meeting of the Board per State ex rel. Badke v. Greendale Village Board even though the Board will not take formal action at this meeting.

AGENDA

1.0 ROLL CALL

M. Postonik: ☐ Present ☐ Excused ☐ Absent; A. Fritz: ☐ Present ☐ Excused ☐ Absent;

R. Merkel: ☐ Present ☐ Excused ☐ Absent; T. Spottek: ☐ Present ☐ Excused ☐ Absent;

M. MacGillis: ☐ Present ☐ Excused ☐ Absent; M. Eternicka: ☐ Present ☐ Excused ☐ Absent;

Staff: S. Houe, DPW Project Manager

Public:

2.0 GENERAL BUSINESS

- Approval of Minutes – March 20, 2025
- Public Comment -

3.0 ADMINISTRATION REPORT

3.1 DPW Task Updates

3.2 DPW Manager Updates

3.2.1 Garden Ct L.S.

- Replaced failed Check Valves.

3.2.2 Submitted Annual DNR Recycling Report

3.2.3 Milwaukee Co. DOT

- Safety Action Plan
- 3.2.4 Hales Happiness area sanitary sewer flow monitoring.
 - MMSD Installed Flow Meters.
- 3.2.5 DPW Vehicle Purchase
- 3.2.6 Code Enforcement Notifications (four)
- 3.2.7 Adding GIS Data
 - Sanitary Sewer Cleaning Schedule (Staff Map)
 - Fire Cracker 4 Run Route (Public)
 - GFL Refuse Pick Up Schedule (Public)
 - Village Owned Lands (Public)
- 3.2.8 Village Web Site – Public Works Page Updates
- 3.2.9 Additional Administrative Office Construction
- 3.2.10 Preventive Building Maintenance
 - DPW Building Kone Crane Inspection
 - Village Hall Automatic Doors Maintenance
 - Village Generators (Three)
 - Automatic Building Systems
 - HVAC System Controls
 - Village Hall Elevator Maintenance

4.0 PROJECTS:

- 4.1** 2024 Road Program – Update
 - Spring project walk through for Punch List
- 4.2** Village Library Project - Update
- 4.3** Village Fire Station Parking Lot Project - Update
- 4.4** MMSD Private Property Infiltration & Inflow Project – Update
- 4.5** Hales Happiness Water Main – Update
- 4.6** Storm Sewer Easement Swale Enclosure
 - Installation of Storm Sewer Pipe for new building construction and lot grading.

5.0 NEXT SCHEDULED MEETING – June 19, 2025 @ 6:00pm

6.0 ADJOURNMENT



Steven Houte, Public Works Project Manager
May 9, 2025

Note: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services by contacting the Clerk's Office, 414-529-6161.

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PUBLIC WORKS COMMISSION

Meeting Notice/Agenda

March 20, 2025 (Thursday) – 6:00 p.m.

Hales Corners Village Hall (5635 S. New Berlin Road)

Notice is hereby given that the Public Works Commission will meet at the above date, time, and place.

Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This would constitute a meeting of the Board per State ex rel. Badke v. Greendale Village Board even though the Board will not take formal action at this meeting.

MINUTES

➤ *Meeting Called to order at 6:00 PM*

1.0 ROLL CALL

M. Postotnik: ☒ Present ☐ Excused ☐ Absent; A. Fritz: ☒ Present ☐ Excused ☐ Absent;

R. Merkel: ☐ Present ☒ Excused ☐ Absent; S. Riemer: ☒ Present ☐ Excused ☐ Absent;

M. MacGillis: ☒ Present ☐ Excused ☐ Absent; T. Brinkmeier: ☐ Present ☐ Excused ☒ Absent;

Staff: S. Houte, DPW Project Manager

Public:

➤ *(1)*

2.0 GENERAL BUSINESS

○ Approval of Minutes – February 20, 2025

➤ *Fritz motioned to approve the minutes and Postotnik seconded it. No discussion and passed unanimously.*

○ Public Comment –

➤ *None*

3.0 ADMINISTRATION REPORT

- DPW Task Updates
 - *Houte presented DPW operations update. There was no discussion.*
- DPW Manager Updates
 - Garden Ct L.S.
 - Issue with Check Valves.
 - Change Order to Lory Ln L.S.
 - Replacement in the amount of \$14,025.55.
 - Approved by the Village Board on 03-10-25 Meeting
 - Submitted Annual Sodium Chloride Order 2025-2026
 - DNR NR-216 Permit Annual Report
 - Village Hall Fire Protection System
 - Contacted USA Fire Protection to diagnose air loss issue.
 - Replacement pipe installed 03-17-25.
 - Hales Happiness area sanitary sewer flow monitoring.
 - Working with MMSD.
- *Houte presented the above items. There was no discussion.*

4.0 PROJECTS:

- 4.1** 2024 Road Program – Update
 - Spring project walk through for Punch List
 - *Houte presented the above item. There was no discussion.*
- 4.2** Village Library Project – Update
 - *Houte presented the above item. There was no discussion.*
- 4.3** Village Fire Station Parking Lot Project – Update
 - *Houte presented the above item. There was no discussion.*
- 4.4** MMSD Private Property Infiltration & Inflow Project – Award Project
 - *Houte presented the above item. Riemer motioned to recommend that the Village Board Award the Contract to Visu-Sewer and Fritz seconded it. No discussion and passed unanimously.*
- 4.5** Hales Happiness Water Main – PIM Held on March 6th, 2025
 - *Houte presented the above item. There was no discussion.*

5.0 NEXT SCHEDULED MEETING – April 17, 2025 @ 6:00pm

6.0 ADJOURNMENT

- *Postotnik motioned to adjourn the meeting and Fritz seconded it. Motion passed unanimously and meeting adjourned at 6:38 PM.*



Steven Houte, Public Works Project Manager
March 17, 2025

Note: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services by contacting the Clerk's Office, 414-529-6161.

Steven Houte

From: DNRRecycling@wisconsin.gov
Sent: Tuesday, April 15, 2025 1:43 PM
To: Steven Houte
Cc: DNRRecycling@wisconsin.gov
Subject: Responsible Unit Village of Hales Corners (40136) Has Submitted a 2024 Recycling Annual Report
Attachments: Recycling_RU_Annual_Report_227659.pdf

Congratulations Steven Houte,

You have successfully submitted the 2024 Recycling Program Accomplishments and Actual Costs Annual Report for the responsible unit of Village of Hales Corners (40136) on the day of 04/15/2025.

The confirmation number for this report is: 227659-S-20250415

Recycling is important to Wisconsin's economy and environment. The DNR Recycling program appreciates the efforts your residents make to recycle at home, at work and on the go. We also thank our municipal partners for operating local recycling programs and for reporting their results. We look forward to continuing to support you as you carry out this important local government responsibility!

2024 Recycling Program Accomplishments and Actual Costs Annual Report

Form 4400-182 Rev. 12-22
State of Wisconsin
Department of Natural Resources
Waste and Materials Management Program
<https://dnr.wisconsin.gov/topic/Recycling/RU.html>

Return By: April 30, 2025

Responsible Unit (RU)
Village of Hales Corners
Muni Code: 40136
County: Milwaukee
Population: 7764
RU Category: Single
Last Grant Year: 2024

DNR Information

State of Wisconsin
Department of Natural Resources
Waste and Materials Management Program
<https://dnr.wisconsin.gov/topic/Recycling/RU.html>

Email: dnrrcycling@wisconsin.gov

For instructions, please click

NOTICE: Completion of this form fulfills the mandatory annual reporting requirement for continued approval of a responsible unit's recycling program and retention of the DNR recycling grant, for those who received it. This form is authorized by s. NR 544.10 and s. NR 542.09(3), Wis. Adm. Code. Personally identifiable information will be used for program administration and must be made available to requesters as required by Wisconsin Open Records law (s. 19.31-19.39, Wis. Stats).

Section 1: CONTACT INFORMATION

Note: You are not able to add or update contact information on this form. If changes are needed, please contact DNRWAFacilityContactRegistry@wisconsin.gov or by phone at 920-650-4064.

A. Authorized Representative

The DNR central office has the responsible unit's authorizing resolution on file. According to our records, the authorizing resolution names the position of Administrator as the authorized representative.

Sandra M Kulik
5635 S New Berlin Rd
Hales Corners WI 53130-1775
Administrator
414-529-6161 -
skulik@halescorners.org

B. Primary Contact

Steven R Houte
5635 S New Berlin Rd
Hales Corners WI 53130-1775
262-412-6986
shoute@halescorners.org

SECTION 2: EFFECTIVE PROGRAM INFORMATION & PERFORMANCE DATA

Provide information and data on the accomplishments of the RU's effective recycling program during the previous calendar year. All questions in this section relate to the collection of s. NR 544 Table 1 recyclables, listed below. Collection of yard waste and waste tires is reported in section 2D.

- | | |
|---|-----------------------------------|
| · Newspaper | · Aluminum containers |
| · Corrugated cardboard | · Steel/Bi-metal (tin) containers |
| · Magazines | · Plastic containers |
| · Residential mixed paper(may include magazines and office paper) | · Foam polystyrene packaging |
| | · Glass containers |

A. Collection of Recyclables for Single Family and 2-4 Unit Residential Housing

Review and update information on the collection methods used by the RU or each member in the RU. For multi-member RUs, if any of the information is incorrect or if the join date or join type need to be modified, please contact DNRRcycling@wisconsin.gov. Note that this list includes entities that were members at any point during the previous calendar year.

Does the RU plan to add or remove members (municipalities, counties, ☐ Yes ☒ No or tribes) in 2025?

If a drop-off site is not used, please don't add a drop-off site location.

RU Member 1

Was there curbside collection?

Yes

How was curbside service provided?

RU provided service with municipal service and staff

False

RU contracted another municipality to provide services with their equipment and staff

False

RU contracted private hauler(s) to provide collection service

True

Residents contracted with private hauler for their recyclable pickup and % of population that does this is

False

What was the primary curbside collection method? How often were recyclables picked up?

Single Stream

Once every other week

Was there a drop-off site(s)?

No

If there is no drop-off site, please do not enter drop-off site information below.

Drop-off Site(s)

Did the majority of the RU member's residents use curbside or drop off collection for their recyclables?

Curbside

B. Table 1 Materials Collected

All NR 544 Table 1 materials except for those with a waiver (plastic containers #3-7 and foam PS packaging), are required to be collected by RUs in accordance with s. 287.07(4), Wis. Stats.

Did the RU collect all of the required NR 544 Table 1 materials? ☒ Yes ☐ No

C. Hauling, Processing and Marketing Data of Recyclables for Single Family and 2-4 Unit Residential Housing

Hauler Details

Review and update the list of haulers that served the RU during the previous calendar year. Include any haulers that collected Table 1 recyclable materials from single family and 2-4 unit residences. This includes the RU if it collects materials itself, haulers that it contracted with directly and haulers that residents contracted with (subscription service). Please note that some companies have multiple listings for different regional collection locations. Please work with the RU's hauler(s) to identify which facility the RU's recycling is collected through and select the correct listing. For each hauler, indicate whether it was contracted by the RU or RU member, by residents, or by both. If one of the haulers is not on the list, check the box below and enter the information for that hauler. Select the first letter ONLY of the hauler name to alphabetically jump to that portion of the list.

Name

Contracted By

GFL ENVIRONMENTAL SERVICES USA INC -
15507

Municipality(RU)

I have looked for the RU's hauler in the above list and cannot find it.

Hauler Name

Address

City

State

0

MRF Details

Review and update the list of materials recovery facilities (MRFs) that received and processed recyclables from the RU during the previous calendar year. This may include MRFs the RU contracts with directly or MRFs the hauler uses on a regular basis. Be sure to only add MRFs, not haulers that collected the materials. If you cannot find the RU's MRF on the list provided, contact the RU's hauler to ask which MRF they are using. You will not be able to complete this report without a MRF.

MRF-ID

GFL Solid Waste Midwest LLC- Mayville -
399161180

Contracted to RU

Yes

Other Processors Details

Please list places not reported above that received Table 1 recyclables from the RU during the previous calendar year. Examples include paper mills that directly take paper and scrap metal yards that collect aluminum cans (aluminum cans and/or steel and bi-metal cans are the only metal weights to be reported from scrap metal yards. Do not report the weight of other scrap metal recycled). This does NOT mean listing all of the places the RU's MRF sends materials to.

Summary of Compliance with Table 1 Collection Standard

Each RU must meet a collection standard for the Table 1 recyclable materials each year (explained in ch. NR 544, Wisconsin Administrative Code). Below is a summary of your RU's compliance with this standard for this reporting period based upon the data you provided in this section.

NOTE: Click the SAVE button at the top of the form to update the totals in this summary.

Total weight of recyclables collected from residences: (tons)

311.59

Check this box if the RU has and would like to provide the tonnage of Table 1 recyclable materials collected from multi-family 5+ unit residences.

☐

Total weight of recyclables: (tons)

311.59

Per capita collection: (lbs/person/year)

80.27

Per capita collection standard: (lbs/person/year)

106.55

Based on the data provided, the RU has NOT MET its Table 1 collection standard.

The RU was unable to meet the appropriate Table 1 collection standard for 2024 year because of the following reasons:

The amount estimated was over calculated.

The RU proposes to do the following in order to meet our collection standard for this year:

Better utilize historical information.

D. Information on Other Materials Collected From Residents

Please provide information on other recyclable materials collected within the RU. This information does not count toward compliance with the collection standard and is not required, but reporting it allows us to recognize RUs additional efforts and helps provide a more accurate and complete picture of recycling in Wisconsin.

Waste Tires

Measurement Number of

Yard Waste

Measurement Tons

E. Report of Actual Recycling Costs for Grant Purposes

Actual program costs are determined by completing the actual costs worksheet. remember that grant assistance is provided only for certain activities and eligible materials generated by single family and 2-4 unit residences located in the RU If you would like to print a blank worksheet to work from before entering your final amounts into the online form, select the following link.
<https://dnr.wi.gov/files/PDF/forms/8700/8700-222B.pdf>

Enter all actual 2024 recycling and yard waste program expenses by breaking them down by column and row. Costs should be entered in whole dollar amounts only. The expenses listed in the rows correspond to the Uniform Chart of Accounts (UCA) object codes. Scroll down to view entire list.

NOTE: Click the SAVE button at the top of the form to update the totals in this summary.

Recycling Expenditures UCA #53565 (including yard waste & waste tires)	A. Education	B. Collection (Curbside &/or Drop-off)	C. Processing & Marketing	D. Compliance & Enforcement	E. Estimated Total Costs
1. Salaries/Wages & Employee Benefits	1,500.00	0.00	0.00	6,940.00	8,440.00
2. Consulting & Professional Services	1,500.00	0.00	0.00	1,550.00	3,050.00
3. Utility Services	0.00	0.00	0.00	0.00	0.00
4. Purchased Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00
5. Purchased Services Printing & Advertising	1,100.00	0.00	0.00	0.00	1,100.00
6. Purchased Services Other(contractual svcs)	0.00	197,222.00	0.00	0.00	197,222.00
7. Office Supplies	200.00	0.00	0.00	200.00	400.00
8. Subscriptions & Dues	0.00	0.00	0.00	0.00	0.00
9. Employee Travel & Training	0.00	0.00	0.00	0.00	0.00
10. Operating Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
11. Repair & Maintenance Supplies	0.00	0.00	0.00	0.00	0.00
12. Insurance	0.00	0.00	0.00	5,000.00	5,000.00
13. Rents & Leases	0.00	0.00	0.00	0.00	0.00
14. Depreciation(Total depreciation costs in Row 14 Column E)	0.00	0.00	0.00	0.00	0.00
15. Hourly Equipment Use Charges(Total hourly use charges in Row 15 Column E)	0.00	0.00	0.00	0.00	0.00
16. Cost Allocations	0.00	0.00	0.00	0.00	0.00
17. Cost Allocations Other (not #53635)	0.00	0.00	0.00	0.00	0.00
Total	4,300.00	197,222.00	0.00	13,690.00	215,212.00

18. Total Recycling Costs (total of lines 1 thru 17)

19. Ineligible Costs - Recycling of banned items s. 287.07(1m), Wis. Stats. (Batteries, Major Appliances and Oil)

20. Ineligible Revenue - Sale of Recyclables

21. Total Ineligible Costs & Revenues (total of lines 19 and 20)

22. Total Eligible Recycling Costs (line 18 minus line 21)

You have successfully earned your grant. Repayment will not be required.

Cost (including yard waste & waste tires) per capita:

Yard Waste & Waste Tires Costs and Summary

Enter the cost of handling yard waste that is included in line 18 of the Actual Costs worksheet.

0.00

Enter the cost of handling waste tires that is included in line 18 of the Actual Costs worksheet:

0.00

Cost (excluding yard waste & waste tires) per capita:

27.72

Cost (excluding yard waste & waste tires) per ton:

690.69

F: Compliance

Review and update information about how the RU ensures that all residents and businesses are complying with its recycling ordinance. Note that all RUs are required to have a valid ordinance and compliance assurance plan (CAP). For questions, visit <https://dnr.wisconsin.gov/topic/Recycling/RU.html>

A recycling ordinance is required by all RUs in accordance with s. NR 544.04(2), Wis. Adm. Code.

Did the RU have an ordinance in 2024?

☒ Yes☐ No

Did the ordinance plan change in 2024?

☐ Yes☒ No

What is the RU's ordinance number?

94-16

Ordinance effective date:

12/12/1994

A Compliance Assurance Plan (CAP) is required by all RUs in accordance with s. NR 544.04(9g), Wis. Adm. Code.

Did the RU have a compliance assurance plan?

☒ Yes☐ No

Did the compliance assurance plan change in 2024?

☐ Yes☒ No

How did the RU ensure compliance with the recycling ordinance at residences with 5 or more units? (Check all that apply)

There were no residences with 5 or more units physically located within the RU

☐

RU provided direct outreach to landlords/building managers

☐

RU staff regularly conducted inspections/visits

☐

RU staff responded to recycling-related complaints

☒

How did the RU ensure compliance with the recycling ordinance at non-residential facilities and properties (e.g., businesses, stadiums, events, etc.)? (Check all that apply)

There were no non-residential facilities physically located within the RU

☐

RU provided direct outreach to business owners/managers

☐

RU staff regularly conducted inspections/visits

☐

RU staff responded to recycling-related complaints

☒

G. Enforcement

Please report the number of recycling-related complaints the RU received during the report year, along with the number of enforcement actions taken (inspections, citations, written warnings and verbal warnings).

If the RU did not receive complaints or take a type of enforcement action, enter a '0' in the appropriate box. The RU should maintain records to verify these numbers. If the previous section indicates the RU has no residences with 5 or more units or no non-residential (business) facilities, that row should be disabled.

	Complaints Received	Warning Tags	Verbal Warnings	Written Warnings	Inspections	Citations
1 - 4 units residential	0	0	0	0	0	0
5+ units residential	0	0	0	0	0	0
Non-residential (Business)	0	0	0	0	0	0

H. Outreach and Other Program Features

Public information and education is key to a successful recycling program and is required by the recycling law. What outreach efforts did the RU undertake in the report year? (Check all that apply)

Community yard sale

☐

- Printed publications (flyers, handouts, etc.) ☐
- Conduct waste audits ☐
- Radio ads or public service announcements ☐
- Direct mail or email (flyers in the tax bill, newsletter, etc.) ☐
- Recycling focused event (collections, cleanups, etc.) ☐
- Display booths at fairs, etc. ☐
- School education program (Green & Healthy Schools, etc.) ☐
- News releases ☐
- Social media (Facebook, Twitter, etc.) ☐
- Print ads (newspaper, magazines, etc.) ☐
- Web site has recycling info (what to recycle, when, where, and how) ☒

Section 3: CERTIFICATION

A: Summary of 2024 Recycling Performance

Weight Summary

NOTE: Click the SAVE button at the top of the form to update the totals in this summary.

Total weight of residential Table 1 recyclable materials collected: (tons)	311.59
Per capita collection:(lbs/person/year)	80.27
Per capita collection standard:(lbs/person/year)	106.55

Based on the data provided, the RU has NOT MET its Table 1 collection standard.

Cost Summary

2024 Grant Award:	20,027.26
Net eligible recycling costs:	215,212.00
Cost per capita including yard waste & waste tires:	27.72
Yard waste handling costs:	0.00
Waste tire handling costs:	0.00
Cost (excluding yard waste & waste tires) per capita:	27.72

B: Assurances

A. The responsible unit certifies the program is operating in accordance with its effective recycling program approval or, if there have been changes, the responsible unit has described those changes in this 2024 Recycling Program Accomplishments and Actual Costs Annual Report. ☒

B. The responsible unit agrees to comply with all applicable provisions of ch. 287, Wis. Stats., and chs. NR 544 and NR 542, Wis. Adm. Code. ☒

C. The responsible unit understands that if it fails to comply with any applicable provision of ch. 287, Wis. Stats., chs. NR 544 Wis. Adm. Code, and NR 542 Wis. Adm. Code, or its effective recycling program approval, the following may happen: ☒

- the responsible unit's effective recycling program approval may be revoked

- the responsible unit may not be allowed to dispose of its solid waste in solid waste disposal and solid waste treatment facilities located in the state of Wisconsin, and

- the responsible unit may lose its eligibility for a state recycling grant

D. The responsible unit certifies that in the management of its solid waste, it has, whenever possible and practical, followed these priorities: 1) the reduction of the amount of solid waste generated; 2) the reuse of solid waste; 3) the recycling of solid waste; 4) the composting of solid waste; 5) the recovery of energy from solid waste; 6) the land disposal of solid waste; and 7) the burning of solid waste without energy recovery. ☒

E. By typing my name below and clicking submit, I certify on behalf of Village of Hales Corners that the information entered in this Recycling Program Accomplishments and Actual Costs Annual Report is true and complete. ☒

C: Certification

Authorized Representative:

Sandra, Kulik

Submit Date:

4/15/2025

Submitted By:

Houte, Steven

Confirmation #:

227659-S-20250415:134232



ITEM 3.2.3

Village of Hales Corners Safety Action Plan



MCDOT Complete Communities



This project seeks to advance Milwaukee County's Vision Zero goal of no deaths and fatalities on roads and streets anywhere across the County by 2037



This project has been funded through a federal action plan grant and has resulted in the development of a countywide Transportation Safety Action Plan



As part of the next phase, WSP is working with the County to provide the Village of Hales Corners with a local perspective and list of potential strategies to advance traffic safety in the community

Scope of Work



- Paid for through MCDOT grant, no funding required from Village of Hales Corners
- WSP USA will perform the work
- Will focus on S.108th street and intersections and seek to identify options for traffic safety/calming
- Will work to better coordinate Village's needs with other stakeholders like MCDOT and WisDOT
- Final report to be provided in late summer



Next Steps



- Upcoming webinars on Vision Zero/traffic safety being hosted by MCDOT on May 21st, and two dates in June (TBD)
- MCDOT to coordinate a potential request for Village to make a Vision Zero Commitment
- Draft report will be sent to Steven Houte in June
- Current plan and supporting material can be found at

county.milwaukee.gov/completecommunities

Hales Corners Municipal Safety Action Plan WSP Scope

1. **Task Management** – CONSULTANT (WSP, USA) will be responsible for coordination activities with Hales Corners and the County and the allocation of resources to execute this contract. CONSULTANT will attend up to five 30-minute meetings on a bi-weekly basis to discuss progress, address challenges, and align on next steps.
2. **Existing Conditions** - CONSULTANT will review County Safety Action Plan, Hales Corners' municipal snapshot, and relevant municipal plans.
3. **Priority Action Steps**
 - a. **Intersection and Corridor Safety Analysis/Strategies** - CONSULTANT will collect relevant readily available data (i.e. speed limits, speeds, traffic volumes, and road geometrics) to analyze current safety conditions on S. 108th Street and State Trunk Highway 24 (STH 24) with a focus on
 - i. the intersection of S. 108th Street and STH24.
 - b. CONSULTANT will develop targeted safety countermeasures at a conceptual level for the location included under item 3a above. CONSULTANT will compile a list of other potential traffic safety strategies for Hales Corners to consider. This work is dependent on available data and no traffic counts or other fieldwork will be completed by CONSULTANT. CONSULTANT shall use images or conceptual-level SketchUp models to illustrate design concepts. These visualizations are intended for illustrative purposes only and will not reflect engineering-level precision or accuracy.
4. **Coordination Strategies** – CONSULTANT will coordinate one meeting with the County of Milwaukee and the Wisconsin Department of Transportation that will inform future collaborative efforts.

CONSULTANT will review other traffic safety concerns raised by Hales Corners staff and develop procedural strategies to mitigate them with a focus on:

 - i. Crashes causing damage to municipality property
 - ii. Coordination with Wisconsin Department of Transportation and Milwaukee County
5. **Memo with Draft Recommendations** – CONSULTANT will prepare a memo that details up to 8 action steps, including data analysis, proposed interventions, and expected outcomes. This memo will be sent to Hales Corners for one round of review.

6. **Revisions** – CONSULTANT will edit the draft recommendations through one round of revisions within two weeks of receiving feedback from client team.
7. **Final Deliverable** – CONSULTANT will develop a final deliverable, which will include a slide deck and a written plan with final recommendations. This deliverable will consist of an executive summary, detailed analysis, proposed interventions, and an implementation timeline. The CONSULTANT will present these final recommendations to the client team.

ADDITIONAL SCOPE TO BE COMPLETED BY TOOLE DESIGN

Data Analysis

Toole Design will produce a two-page municipal summary sheet, which provides key takeaways from crash analysis and municipal engagement in Phases One and Two of the project. The crash analysis uses crash data from 2018 to 2022 and reports key crashes trends by severity, road user mode, roadway ownership, behavioral factors, and other risk factors.

We will screen the entire roadway network within the municipality and identify top corridor segments based on weighted fatal and injury crash density. Fatal and serious injury crashes will be weighted three times higher than other injury crashes.

We will map top locations unique to the municipality separately from the countywide corridors of concern that fall within the municipal boundaries. Where applicable, we will reference stakeholder input received from past engagement to supplement findings from crash analysis.

The municipal summary sheet will include text, maps, figures, and charts, and will use MCDOT style guide to be consistent with the rest of the project deliverables.

Requests for additional or customized crash analyses will be reviewed case-by-case, based on the complexity of the request, data availability, and the time and effort it takes to conduct the analysis.

Webinars and Office Hours

To help build agency expertise for roadway safety planning, we will provide up to three two-hour technical training sessions covering various roadway safety topics. We will tailor training topics based on municipalities' technical capacities and interests. The webinar topics may include:

1. Safety program grant writing, including strategies to coordinate with partner agencies
2. Understanding safety data and basic analysis steps
3. Stakeholder and public engagement best practices
4. Safety planning in a changing political and funding landscape
5. High Injury Network development using Safe Streets Priority Finder
6. Implications of Vision Zero commitment

7. Low-cost traffic calming measures

8. School zone safety strategies

Municipalities can opt to attend interested webinars. The webinars will also be recorded, and recordings will be shared with municipality teams.

Toole Design will provide up to eight (8) office hour sessions in total to all municipalities to cover crash analysis methodology, and discuss results. Office hours will be conducted virtually via web-based meetings. By providing individual attention, the office hour will provide a deeper dive into the analysis results and implications for the municipality.

Steven Houte

From: Schutte, Mitch <MSchutte@mmsd.com>
Sent: Wednesday, April 9, 2025 2:59 PM
To: Ben High
Cc: Specht, Becky; Steven Houte; Hartjes, Troy; Jankowski, Kate
Subject: RE: [EXT] Hales Corners Flow Meter Request

Hi Ben,

These are great, thank you! Most of the sites look okay for monitoring but have concerns about five locations (one of these is HCM0870 which HCM0872 would be an acceptable alternative for). Please see my updated notes below.

- **Sites okay for monitoring:**

1. HCM0805 (monitor flow in 8" north pipe and 10" west pipe)
 - Address: S 110 St and W Copeland Ave
 - Comment: 10" in west pipe looks good. 8" in north pipe should be okay as it looks to be slightly elevated from the 10", will likely have some drawdown in the level.
2. HCM0855 (monitor flow in north pipe)
 - Address: S 113th St and W Woodside Dr
 - Comment: NA
3. HCM0872 (monitor flow in west pipe)
 - Address: W Woodside Dr w/o S 116th St
 - Comments: Alternative to HCM0870. HCM0870 does not look like a good monitoring location.
4. HCM0874 (monitor flow in north pipe)
 - Address: W Woodside Dr w/o S 116th St
 - Comment: 8" in north pipe looks doable as it looks to be slightly elevated from the 8" flowing east, will likely have some drawdown in the level.
5. HCM0906 (monitor flow in north pipe)
 - Address: S 115th St and W Copeland Ave
 - Comment: NA
6. HCM0913 (monitor flow in north pipe)
 - Address: S 113th St and W Copeland Ave
 - Comment: NA
7. HCM0920 (monitor flow in north pipe)
 - Address: S 114th St and W Copeland Ave
 - Comment: NA

- **Sites with issues:**

8. HCM0802 (monitor flow in east pipe)
 - Address: W Luther Ave and S 111th St
 - Comment: Not ideal. Flow is impeded by the 90 deg bend. During higher flows I'd be worried about flow pooling in the SW channel which will further disrupt velocity readings.
9. HCM0803 (monitor flow in south pipe)
 - Address: W Mallory Ave and W Copeland Ave

- Comment: The picture shows a bunch of debris in the center of the manhole where the lines converge. I worry this would be a constant issue. It's hard to tell but the line flowing in from the west appears to be impeding flow from the north and south lines. I fear this would only get worse when rain hits.
 - Alternative HCM0802 also not ideal.
10. HCM0811 (monitor flow in east pipe)
- Address: S 110 St and W Abbott Ave
 - Comment: The picture shows the meter location in the southern pipe while the initial request has the eastern pipe being monitored. We would want to monitor the eastern pipe but it looks like there is no flow and a lot of debris.
11. HCM0813 (monitor flow in west pipe)
- Address: S 110 St and S 111th St
 - Comment: On a T. Not ideal as the flow will be impeded as it runs directly into the 8" flowing south.
12. HCM0870 (monitor flow in west pipe)
- Address: W Woodside Dr and S 116th St
 - Comment: It looks like flow is impeded by the presence of the line running south on the T. If the manhole upstream is acceptable we would likely get much better data.
 - Suggested alternative: HCM0872 (one manhole upstream)

Hopefully this helps direct some of the scope of work. Let me know if anyone would like to jump on a call and discuss further.

Thanks!

Mitch Schutte

Water Systems Data Supervisor | MMSD

P: (414) 225-2114

E: mschutte@mmsd.com

www.mmsd.com

From: High, Ben <ben.high@raSmith.com>
Sent: Wednesday, April 9, 2025 6:59 AM
To: Schutte, Mitch <MSchutte@mmsd.com>
Cc: Specht, Becky <RSpecht@mmsd.com>; shoute <shoute@halescorners.org>; Hartjes, Troy <troy.hartjes@rasmith.com>; Jankowski, Kate <Kate.Jankowski@raSmith.com>
Subject: [EXT] Hales Corners Flow Meter Request

Hi Mitch,

Attached are the manhole inspection photos collected by raSmith for the proposed flow monitoring sites in Hales Corners.

Please let me know which sites will and will not work for MMSD flow meter installations.

Thanks.

Ben G. High, P.E.
 Senior Project Manager



STATE OF WISCONSIN VILLAGE OF HALES CORNERS MILWAUKEE COUNTY

RESOLUTION NO. 25-16

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO
EXECUTE AN AGREEMENT FOR PURCHASE OF A PUBLIC WORKS 4 WHEEL
DRIVE PICKUP TRUCK WITH EWALD AUTOMOTIVE

WHEREAS, the Village equipment plan submitted to the Building Facilities Maintenance Committee (BFMC) included a potential \$85,100 for a 4 wheel drive pickup; and

WHEREAS, the Ewald Automotive Group is the State of Wisconsin Vendor Net winning bidder for such equipment and a quote for the equipment was solicited from Ewald Automotive and a quote from Holz Chevrolet; and

WHEREAS, the Holz quote did not match the requested specifications and was therefore non-responsive; and

WHEREAS, the Village Board having determined that such equipment is necessary to protect the health, safety, and welfare of the Village.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Hales Corners, Wisconsin, that a quote received from Ewald Automotive Group, be and the same is hereby approved, in the amount of \$46,272, inclusive of trade in and authorized discount, to be charged to account 700-543-999, Public Works Equipment Replacement.

BE IT FURTHER RESOLVED, that the Village President and the Village Administrator/Clerk be and the same are hereby authorized to execute the aforesaid purchase contract..

PASSED AND ADOPTED this 14th day of April, 2025.


Daniel J. Besson, Village President


Sandra M. Kulik, Administrator/Clerk





Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Village of Hales Corners

Prepared For: Buck Hughes

414-529-6167

vhcdpw@halescorners.org

Vehicle: [Fleet] 2025 Chevrolet Silverado 2500HD (CK20903) 4WD Reg Cab 142" Work Truck





Vehicle: [Fleet] 2025 Chevrolet Silverado 2500HD (CK20903) 4WD Reg Cab 142" Work Truck (Complete)

Quote Worksheet

	MSRP
Base Price	\$48,100.00
Dest Charge	\$1,995.00
Total Options	\$10,963.00
Subtotal	\$61,058.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$6,286.00)
Subtotal Discount	(\$6,286.00)
Trade-In	\$0.00
2010 Chevrolet Silverado 3500 Regular Cab 4wd	(\$8,500.00)
Subtotal Trade-In	(\$8,500.00)
Taxable Price	\$46,272.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$46,272.00

Comments:

2025 Chevrolet Silverado 2500 Regular Cab 4wd revised with trade-in to your specs as detailed. Registration fees are NOT included. Delivery can not be anticipated due to current market conditions.

Final order date 5/27/25 or sooner.

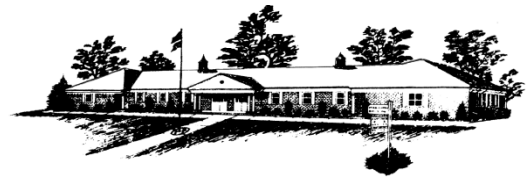
Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 25040. Data Updated: Mar 24, 2025 6:44:00 PM PDT.

Village of Hales Corners

5635 S. New Berlin Road
Hales Corners, WI 53130
Phone: (414) 529-6161
Fax: (414) 529-6179
www.halescorners.org



James R. Ryan Municipal Building

May 1, 2025

ITEM 3.2.6

David & Christine Bueckers
10269 Kay Parkway
Hales Corners, WI 53130

Re: Storm Water Drainage and Sump Pump Discharge

Dear Mr. & Ms. Bueckers,

It has come to the attention of Village Staff that currently the driveway culvert and yard drainage system, located at 10269 Kay Parkway, directly discharge into the roadway of Kay Parkway. This direct drainage discharging is causing an excessive buildup of ice during freezing weather and algae on the pavement surface. This condition is considered a public nuisance. Find enclosed an exhibit for reference.

There was a permit granted for a driveway and culvert in 2024. The current site conditions do not appear to meet the intent of the approved drainage and grading plan. Find enclosed a copy of the approved grading and drainage plan for the approved permit.

During our site investigation it was identified that your neighbor at 10303 Kay Parkway has connected their sump pump discharge into your yards drainage system. This connection does not comply with Village sump pump discharge Ordinance. This connection appears to be the primary cause of the above referenced road issues.

We request that you correct the site drainage and culvert discharge to coincide with the intent of the approved grading plan and that the sump pump discharge be disconnected from your yard drainage system. Alternatively a revised grading plan can be submitted for approval. Any work performed within the Village Public Right of Way requires a permit.

Have this work completed within 20 days after receipt of this notification.

Your cooperation in this matter is appreciated. Feel free to contact me once the correction has been made. Village Staff will be conducting a site inspection to verify that the discharge and grading is in compliance.

Sincerely,
The Village of Hales Corners

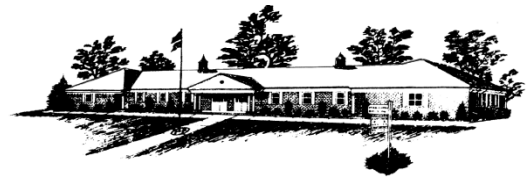


Steven Houte
DPW Project Manager

Cc:
Sandra Kulik, Village Administrator
Public Works Commission

Village of Hales Corners

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James R. Ryan Municipal Building

May 1, 2025

ITEM 3.2.6.a

John & Pamela Jenk
10303 Kay Parkway
Hales Corners, WI 53130

Re: Storm Water Drainage and Sump Pump Discharge

Dear Mr. & Ms. Jenk,

This letter is to serve notice that you are in violation of Village ordinance as it relates to the location of your sump pump discharge. Village Staff has identified that you are currently discharging your sump pump, located at 10303 Kay Parkway, into a neighboring private property drainage system.

We request that the sump pump discharge is relocated such that the water is allowed to be absorbed into the ground and not discharge directly onto an impervious surface. The discharge location shall be placed in a manner that does not impact a neighboring property.

Please proceed with relocating the sump pump discharge to the front of the property at 10303 Kay Parkway. If the sump pump is not relocated within 15 days after receipt of this letter and the Village receives any additional complaints, Staff will proceed with issuing a violation notice and subsequent citation.

Your cooperation in this matter is appreciated. Feel free to contact me once the correction has been made. Village Staff will be conducting a site inspection to verify that the discharge is in compliance.

Sincerely,
The Village of Hales Corners

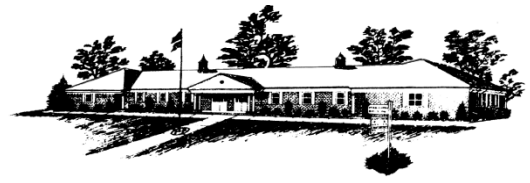
A handwritten signature in blue ink, appearing to read "Steven Houte". The signature is fluid and cursive.

Steven Houte
DPW Project Manager

Cc:
Sandra Kulik, Village Administrator
Public Works Commission

Village of Hales Corners

5635 S. New Berlin Road
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James R. Ryan Municipal Building

April 8, 2025

ITEM 3.2.6.b

Ireneusz & Wioletta Karaban
11817 W. Woodside Dr.
Hales Corners, WI 53130

RE: Plantings on Village Owned Property

Mr. & Ms. Karaban:

Village Staff has observed several tree plantings on Village owned property at the year of your property at 11817 W. Woodside Drive. The plantings appears to have been placed by you for screening or barrier to the Public Park. These plantings are an encroachment onto the property and shall be removed.

Please remove the plantings within 14 days after receipt of this letter. Failure to comply with this notice will result in corrective action by the Village, which will be invoiced to the property, and possible citation. If you are unable to comply within the set time period, please contact us to make arrangements. Find enclosed an exhibit with this letter for your reference.

Please contact me with any questions or concerns at (414) 529-6165 or email shoute@halescorners.org.

Sincerely,
Village of Hales Corners



Steven Houte,
DPW Project Manager

Cc: Sandra Kulik, Village Administrator

ITEM 3.2.6.b

Dear Village of Hales Corners,

We are writing to express our concerns regarding a recent request from the village concerning trees planted along the perimeter of my property, which borders Schoetz Park. It was brought to my attention that the village is asking for the relocation of  trees, claiming they are on park property.

Before we moved in (over 22 years ago) there were a couple trees planted along the perimeter of our backyard. Approximately 15 years ago, we planted more trees along the ones that already existed as a natural barrier to protect our home from several ongoing issues associated with the proximity of the baseball park, including trespassing, dust, noise, and lack of privacy. These trees were carefully placed to align with the fences and boundaries established by neighboring properties (along with the trees that had already been there before we moved in), and at no point was it our intention to encroach on public property. Given the longstanding presence of these trees and the consistent usage of the space over the past two decades, we respectfully believe they have become an integral part of our property's protection and character. We also want to emphasize that we are constantly trimming and maintaining these trees to ensure they are healthy, clean and do not pose any safety or aesthetic concerns.

Our homes has experienced constant disturbances, including individuals parking on our street and cutting through our yards instead of using designated paths around the park. This unauthorized foot traffic is disruptive, disrespectful of our private property, and, frankly, a safety concern for our families. The trees serve as a simple, non-invasive solution to create a visible and physical boundary that encourages respect for private property while maintaining the aesthetic of the neighborhood.

Even with these trees in place, baseball players and park visitors frequently fail to respect the basic privacy that any homeowner would expect — something that would never be questioned in most other neighborhoods, yet somehow seems overlooked when it comes to our property. If we remove the trees, we can't imagine how much worse all of these problems would become, leaving our property completely vulnerable to the park. Additionally, we are constantly having to pick up baseballs that fall into our yard, some that come up as close as our porch and our windows.

We spoke with the DPW Project Manager over the phone and he asked us to move a few of the most recently planted trees that encroach the furthest. We have already moved these trees, but ~~we kindly request that the village reconsider the demand to remove or relocate the rest of these trees, especially given their history, the necessity they serve, and the absence of any clear obstruction to public use.~~

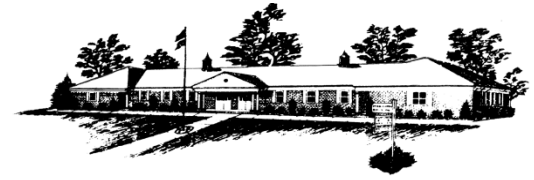
We are more than willing to discuss possible solutions that respect both the needs of the community and the rights of adjacent homeowners.

Thank you for your attention to this matter. We sincerely hope to find a reasonable and amicable resolution that preserves the privacy, safety, and peace of mind of the residents who live next to Schoetz Park.

Sincerely,
Ireneusz and Wioletta Karaban

Village of Hales Corners

5635 S. New Berlin Road
Hales Corners, WI 53130
Phone: (414) 529-6161
Fax: (414) 529-6179
www.halescorners.org



James R. Ryan Municipal Building

May 7, 2025

ITEM 3.2.6.b

Ireneusz & Wioletta Karaban
11817 W. Woodside Dr.
Hales Corners, WI 53130

RE: Plantings on Village Owned Property

Mr. & Ms. Karaban:

Village Staff has received your response letter on May 6, 2025, to the Village's notification letter of several tree plantings on Village owned property at the rear of your property at 11817 W. Woodside Drive. Village Staff has verified that a few of the tree plantings have been removed from the Park property. Village staff has also reviewed your request to keep the remaining plantings encroaching on the park property. Village Staff has revisited the location and evaluated the situation.

Village Staff have come to the determination that the remaining trees that have been planted on Village property may remain. The Village has accepted these trees as a donation to Schoetz Park. Furthermore, no additional encroachments of any kind shall be made on Village property. The existing plantings at the rear of your property shall be maintained by you and future owners of parcel No. 656-0018. The Village has the right to remove and/or order the removal of these referred to plantings if deemed necessary for any reason. Any costs that are incurred by the Village is subject to reimbursement from the property Owner(s) at Parcel No. 656-0018 (11817 W. Woodside Dr.).

Should you agree with the Villages determination and terms an acknowledgement by you shall be performed. Refer to the below acknowledgment.

I have read and understand the determination and terms set forth in this letter. In the event of change in Ownership of Property No. 656-0018 (11817 W. Woodside Dr.) these terms shall be disclosed. Inventory of non-specific planting species being donated are: Twenty (20) evergreens (Arborvitae), One (1) Pine tree (blue spruce), One (1) ornamental tree (Crab Apple), and Ten (10) Shrubs and Bushes (Lilac & misc.).

Ireneusz Karaban

Wioletta Karaban

Date

Date

Failure to sign and return this acknowledgement within Ten (10) days of receipt will constitute a failure to comply with the Notification Letter. Subsequent action by the Village shall be made and not limited to, citation(s), order to remove afore referenced plantings, or the Village perform the removals. All costs incurred by the Village associated with the removals shall be at the expense of the property owner at Parcel No. 656-0018 (11817 W. Woodside Dr.).

Please contact me with any questions or concerns at (414) 529-6165 or email shoute@halescorners.org.

Sincerely,
Village of Hales Corners

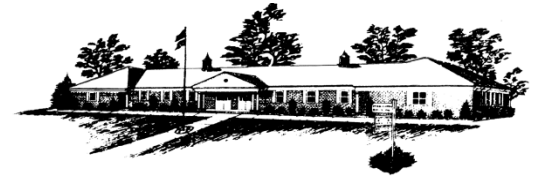
A handwritten signature in blue ink, appearing to read "Steven Houte", with a stylized flourish at the end.

Steven Houte,
DPW Project Manager

Cc:
Sandra Kulik, Village Administrator
File

Village of Hales Corners

5635 S. New Berlin Road
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James R. Ryan Municipal Building

May 7, 2025

ITEM 3.2.6.c

Julie Kuczynski
6109 S 116th Street
Hales Corners, WI 53130

RE: Work Performed In Right-of-Way without a Permit

Ms. Kuczynski:

Village Staff has observed work being performed within the Public Right of Way (ROW) in front of your residence at, 6109 S116th St., Parcel No. 701-0047. This work requires a permit. Village staff has verbally informed you and your Contractor on Monday, May 5, 2025 a permit is required to Work in the ROW. Staff also directed the Contractors representative on site to cease and desist work within the ROW until a permit is obtained.

Since that brief encounter, the Contractor contacted Village Staff and had a discussion on the morning of May 6th. At that time Staff reiterated the need of a Permit is required to continue Work. The Contractor reassured Staff a Permit would be obtained. Staff then observed that afternoon work being performed in the ROW. Additionally, Staff reviewed the site in the morning, of May 7th, and it appears the Contractor installed and buried a pipe within the ROW. This Work was performed without Village approval.

This letter serves notice to a violation of Village Ordinances and subject to action by the Village not limited to, Citations, requiring a permit to be obtained by either you or your Contractor with penalties, order to the property to remove the buried pipe, or the Village perform the removal of the pipe. Any costs that are incurred by the Village is subject to reimbursement from the property Owner at 6109 S116th St., Parcel No. 701-0047. The front property line is approximately 62± LF from the edge of the road pavement.

Make corrective actions within seven (7) days of receipt of this letter. If other arrangement(s) are requested please contact me.

Feel free to contact me with any questions or concerns at (414) 529-6165 or email shoute@halescorners.org.

Sincerely,
Village of Hales Corners



Steven Houte,
DPW Project Manager

Cc:
Sandra Kulik, Village Administrator
File